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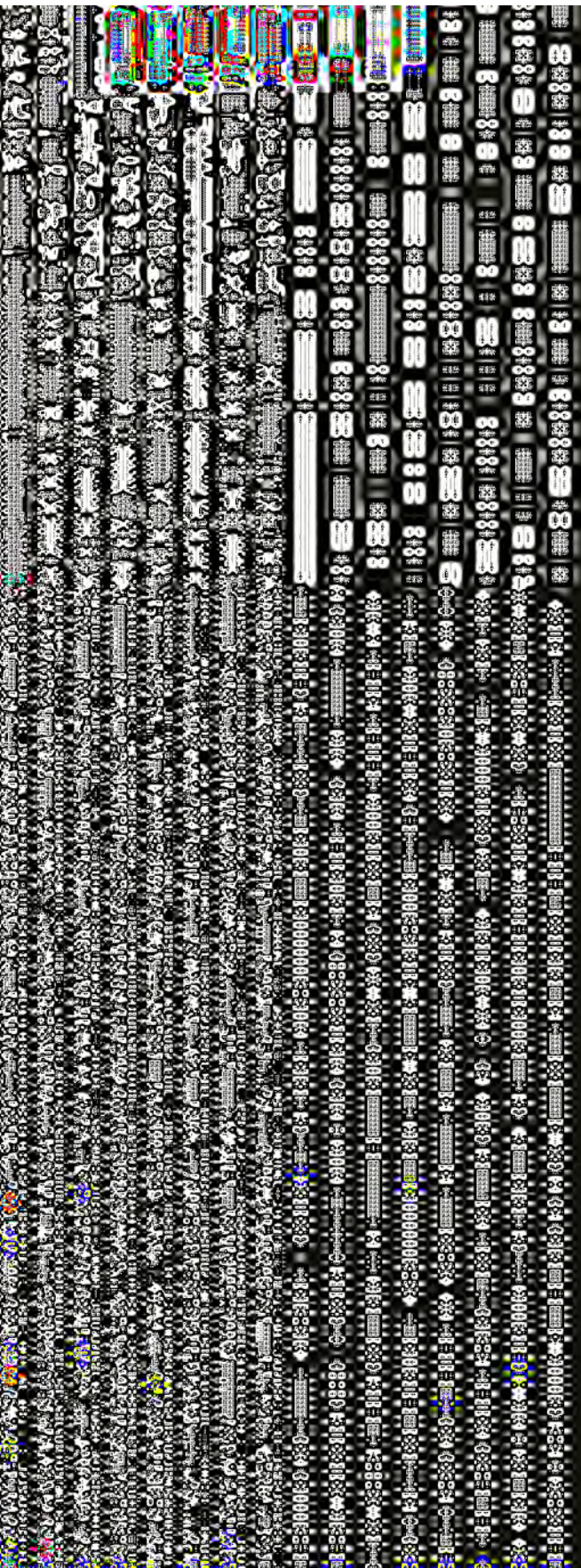
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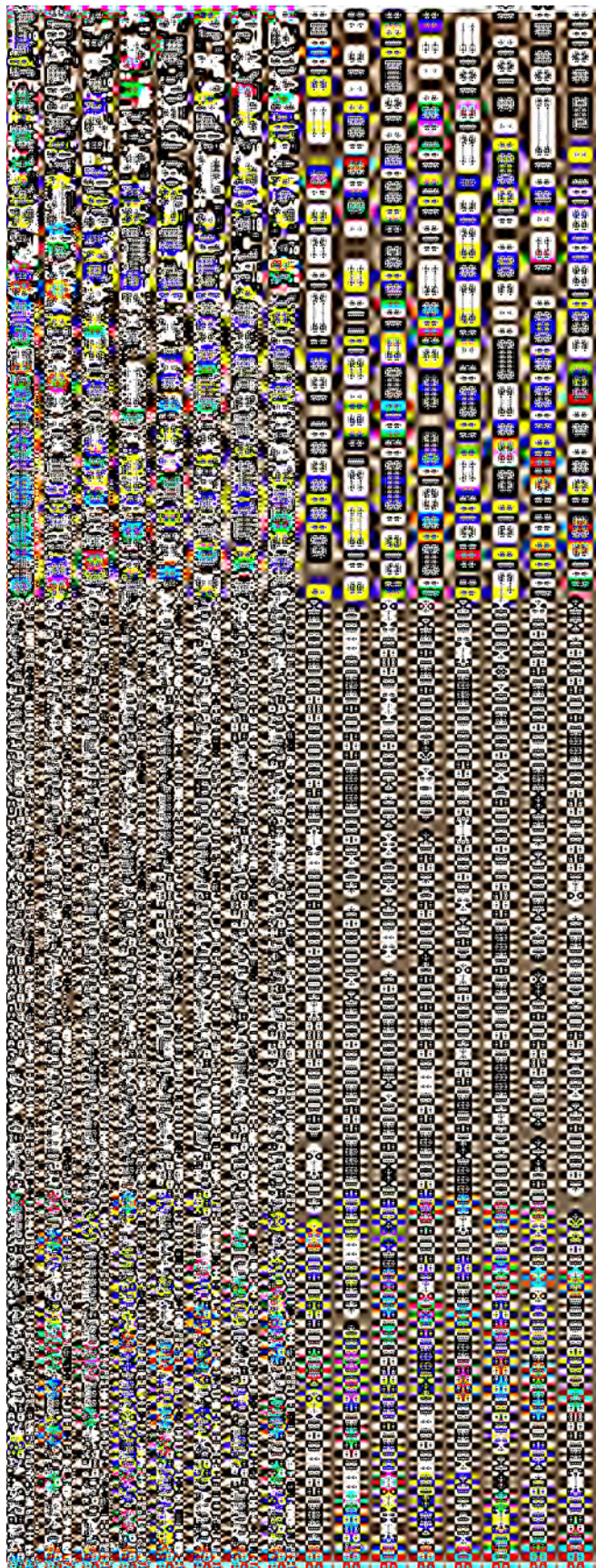
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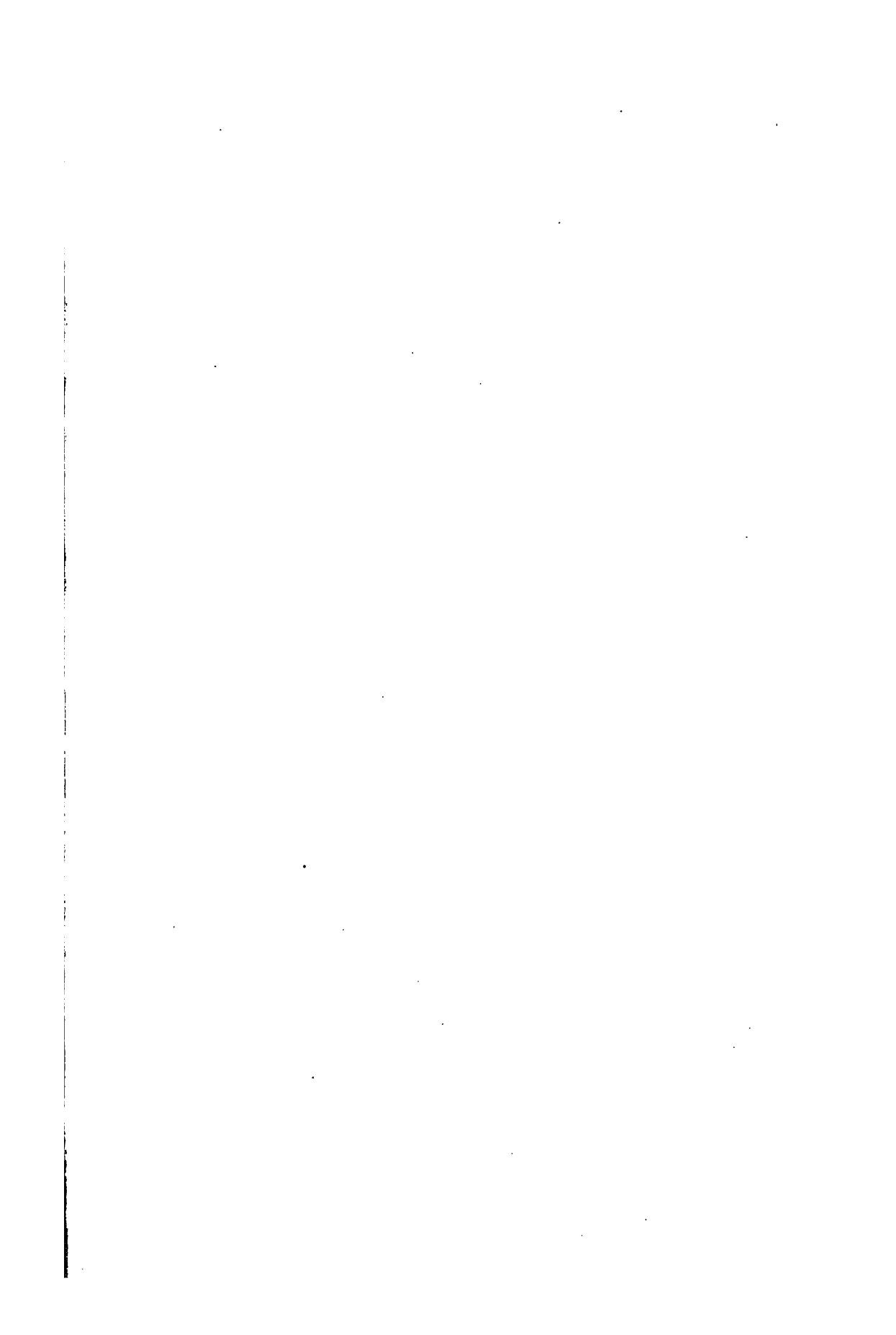
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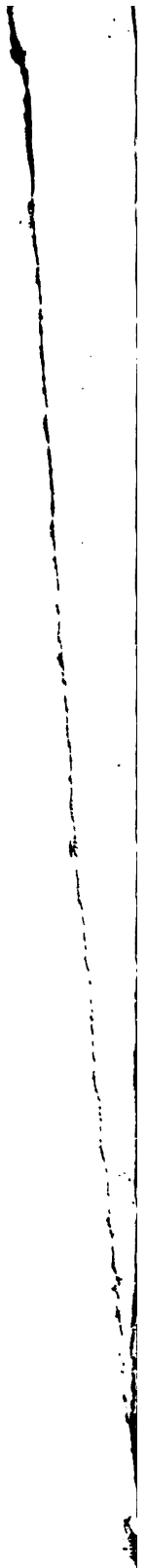


FORCE.

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MENT PRINTERS.



Natal Police Dep

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ERRATA.

On page 15, under heading "Officers (Mounted Branch)," second line of last paragraph, the word "only" to be deleted, and should read :—"On all uniforms N.P. buttons are to be worn by Officers."

On page 30, paragraph 165, first line, the word "though" should read "through."

On page 94, in tabulated form under heading "monthly," the 7th, 8th and 9th lines should read "Extra rations," "Hospital diet," and "Rations" respectively.

On page 108, paragraph 25, in second line, the word „gorund" should read "ground."

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amounts due to tradesmen and others, and the *pro rata* amounts chargeable to each man, with a statement of balance and detailed stock in hand, carried forward. The District Officer will check all the accounts and will pay each separate account by cheque on receipt of the pay lists from the Paymaster.

18. On receipt of the pay-lists, District Officers will recover from each man's pay the amount due by him for such charges, and the money thus collected will be utilised to pay the accounts.

19. All accounts paid through Officers, after being finally discharged and receipted, must be returned to the Paymaster.

20. In cases of men passing through a District, other than that in which they are stationed, and incurring accounts for their messing and forage, District Officers will send to the Paymaster on the last day of each month a claim for these charges, and the Paymaster will recover the sums claimed from the men who owe it and credit payment to the account of the District Officer who requires the money to pay the bills.

21. Central Gaol, Water and Railway Police accounts will be forwarded to the Paymaster by the Officers in charge at the end of the month.

22. All accounts chargeable to the Government, including District Gaol accounts, will, in like manner, be collected and certified correct by Officers, and forwarded direct by them to the Paymaster at the end of each month.

23. Except in case of unavoidable necessity, no unauthorised expenditure is to be incurred, and Officers and other members of the Force will be held responsible, and be liable to be surcharged if they incur expenses on Government behalf without first obtaining authority, or if they neglect to send in accounts within a reasonable time.

24. All small accounts against Government for conveyance of requisitions, payment of special messengers, etc., should be paid at once from the station advance at the disposal of the Sergeant or man in charge, and a receipt obtained from the person paid. Such receipt is to be certified correct and forwarded to the Paymaster by the District Officer with the other Government accounts.

ADVANCES.

25. Small standing cash advances are made to Sergeants and men in charge of stations to enable them to make advances when necessary to men under their command. Strict account of these standing advances must be kept by the Sergeants and men receiving them, and a statement of the advance forwarded to the Paymaster each month through the District Officer.

26. Sergeants and men must bear in mind that these standing advances are made for duty purposes only; they must not therefore be used for making purchases for the mess, for making advances to the men for private purposes, or be used privately by the Sergeants and men themselves.

27. In the event of a Sergeant or man obtaining leave of absence, or being absent from his station on duty for any length of time, he will hand over his advance to the member of the Force left in charge of the station, from whom he will obtain a receipt, or will refund the advance to the Paymaster if required to do so.

28. Members of the Force proceeding to out-stations or on escort duty, or any duty necessitating their absence from their quarters for a day or more, will, if necessary, be provided with an advance to defray their expenses. The expenditure of this advance must be carefully entered, and receipts obtained, on the way-bill with which they will also be provided, and any balance of the advance remaining after completion of the duty may be retained by the man to whom the advance was made.

29. It is expected that men will not ask unnecessarily for advances, but will, if possible, pay their own expenses; and men proceeding on leave must not expect an advance, for the system can only be recognised as far as duty is concerned.

30. While it is desirable that the sums advanced should be sufficient for the due performance of the duty for which the advance is made, care must be taken that the amount is not excessive.

31. Advances made to men will be recovered from them by the Paymaster in the monthly pay sheets, or by the Sergeant or man making the advance; any portion of their expenses which may afterwards be allowed by Government will be forwarded to them by the Paymaster.

AMMUNITION.

32. Every Sergeant and man of the mounted branch will be supplied with 120 rounds of rifle and 12 rounds of revolver ammunition, which must be shown at all inspections, and must be retained intact and ready for immediate use; in the event of there being a deficiency at any time which cannot be satisfactorily accounted for, the amount of threepence per round will be charged for every missing cartridge.

33. Whenever a man is found deficient of ammunition at any inspection, he will at once be completed from the practice ammunition, and at the end of each month Sergeants and men in charge of stations will send in a report of the ammunition found deficient

and the cause thereof, and also enclose a list of men's names and the number of cartridges of which each is short, in order that the amount may be stopped from their pay, and that they may be otherwise punished if necessary.

34. European members of the Railway Police, Water Police, Gaolers, Warders, and Convict Guards may be supplied with a revolver and 12 rounds of ammunition, and the rules regarding deficient ammunition will also apply to them.

35. A supply of practice and reserve ammunition will be kept at every station, and District Officers will see that the supply is always sufficient. The amount expended and on hand will be shown in the equipment returns.

36. The amount of ammunition to be expended annually by each man at practice cannot be precisely laid down, but the men should be practised as frequently as possible, more particularly the bad or indifferent shots, and from 10 to 20 rounds may be expended monthly.

37. Ammunition for rifle competitions may be issued free upon the recommendation of the Officer in charge of the District, for it is desirable that every encouragement should be given to the men to become good shots, but, at the same time, Sergeants will be held responsible that ammunition is not wasted or made away with, yet, on the recommendation of an Officer, 200 rounds a year may be issued at cost price to men desirous of practising.

38. Both carbine and revolver ammunition in the men's possession should be used from time to time in practice, and fresh ammunition issued to them.

APPOINTMENTS.

39. All applications for appointments under Government outside the Police Force must be made through the Chief Commissioner, and not direct to the Colonial Secretary or other Heads of Departments.

40. In the case of acting appointments, applications must be made through the Chief Commissioner, but such appointments should not be recommended by Officers if the work of a station is likely to be overburdened thereby.

ARMS.

41. The arms must be kept scrupulously clean and in good working order, for a man's own safety may frequently depend upon his arms being fit for immediate use. Sergeants and men in charge of stations will make minute and frequent inspections of the arms.

and ammunition of men under their command, and will each month send to their District Officer a certificate in the following form that this duty has been performed, thus certifying the efficiency in every respect of horses, arms, and equipment.

I certify that a weekly and minute inspection of the horses, arms, ammunition, and equipment of the men under my command has, as far as practicable, been held; and that (with the following exceptions) the horses are in good and serviceable condition, the arms in good order, the kits complete, and every man in possession of 120 rounds of carbine, and 12 rounds of revolver ammunition.

42. Any loss, or damage to arms is to be at once reported to the District Officer, and the loss, or cost of repairs will be charged to the owner, unless it can clearly be shown that the loss or damage was unavoidable, and in no way attributable to carelessness.

43. On no account may the arms or their action be taken to pieces, or otherwise tampered with, and no exchange of arms between members of the Force will take place without permission; and an exchange or transfer of arms must be notified to Headquarters to be recorded in the Arms Book kept by the Quartermaster.

44. Any man neglecting to report at once the loss of, or damage to, his arms, will be charged with the cost, no matter under what circumstances the loss or damage took place.

45. In forwarding reports of loss or damage to arms, Sergeants or men in charge will be careful to state their opinion regarding the liability of the owner, and will forward his written statement and all other evidence in the case.

46. The men of the Police Force are armed with deadly weapons, and in all civil cases in which death may result from the use of them would have to justify the necessity of the case. In general, the plea of "self-defence" would be the safest, but this can only be substantiated when acting against armed men or superior numbers, and it must in all cases be shown that no other means would have been sufficient to effect an apprehension.

*47. But there are other cases in which, under special circumstances, the use of arms may be justified, as, for instance, when conducting prisoners under warrant for felony, or if the person being conducted, or being pursued, has committed a felony; if under such circumstances a prisoner attempts to escape, the Police, if other means fail, would be justified in using their weapons to secure him.

* Note.—The word "felony," referred to in this Section, is defined in the Abstract of Laws.

48. Previous to ball-practice the Officer or Sergeant in charge of any firing party must be careful to examine the arms to see that they are clean and free from any obstruction.

49. When arms or lethal weapons are seized by, or surrendered to, the Police in the execution of their duty, they must be carefully kept until the case is dealt with by the Magistrate, and the final disposition of the arms must be referred to the Chief Commissioner, as required by Section 51 of the Police Act.

50. Arms are not to be left loaded in barracks or carried loaded upon ordinary Police duty or upon patrol, but only when employed upon escort duty or upon any specially dangerous duty necessitating the use of firearms.

51. Upon ordinary duty and patrol revolvers only will be carried by the European District Police. Indian and Native Police carrying knobkerries or assegais should have Section 46 carefully explained to them.

ARRESTS.

52. If an arrest is made by warrant, the warrant may be shown or read over to the prisoner, but the Policeman should on no account part with it.

53. In proceeding to execute warrants, Policemen should act with the utmost discretion, communicating their movements to no one except members of the Force, and the same applies equally to all Police duties.

54. No Indian or Native Policeman is to be detailed to arrest an European, nor to guard or escort an European prisoner.

55. Officers, Sergeants, or men in charge of patrols or any other duty, if called upon to make arrests, are to require the person requesting the arrest, if a European, to hand them a written statement of the crime or offence for which he desires the arrest to be made, such statement to be duly signed by the person making it; and the man called upon to make the arrest shall satisfy himself that the offence is really a criminal one before taking the prisoner in charge, and he is to refuse to arrest persons against whom only civil offences are alleged, such as debt or claims for alleged injury or misconduct, except under authority of a writ of arrest proper for execution by him. Every case in which a Policeman declines to make an arrest when asked to do so is to be noted in the Station Diary, and a report of the circumstances made to the District Officer.

56. Members of the Force must use a little discretion in arresting Natives under the Pass Law, where the letter rather than the spirit of the Law has been disobeyed, and where the strict enforcement of

the Law would be likely to cause unnecessary hardship; but Natives arrested under the Pass Law should not be liberated on bail.

57. Discretion must be used in arresting or summoning railway employees, notice being given to the railway authorities in all possible cases, in order that arrangements may be made for the absence of the employee.

58. Members of the Force are authorised and required to arrest every person who shall commit any crime or breach of the peace in their presence, as also every person whom they shall have reasonable grounds to suspect of having committed any murder, culpable homicide, rape, robbery, or assault with intent to commit any of these crimes, or in which a dangerous wound is given, arson, housebreaking with intent to commit any crime, or theft of any cattle, sheep, or goats, or any other crime of equal degree of guilt with any of the crimes aforesaid, as also every person whom they shall see engaged in committing any affray or whom they shall find attempting to commit a crime, or clearly manifesting an intention to do so.

BAGGAGE.

59. The only baggage belonging to Sergeants and men, for which transport will be provided at the public expense, from one station to another, will be one box, not exceeding regulation size, and the regulation kit bag; everything in excess of this will have to be paid by the men themselves.

60. The transport of Officers' and Gaolers' baggage will be subject to the regulations laid down in the "Amended Removal Allowance" Circular No. 120, dated 1895, *Government Gazette*, March 5th, 1895.

BAIL AND BAIL BOOKS.

61. Persons arrested, without warrant, for any trifling offence, and who cannot be taken before a Magistrate for immediate trial, may be admitted to bail.

62. The Bail Book is in triplicate form, one form to be handed to the prisoner as a receipt for the sum deposited, the second to be posted at once to the Magistrate before whom the offender is ordered to appear, and the third remains in the book at the Police Station.

63. When the prisoner appears at the Court to answer the charge, the sum he deposited is to be returned to him in exchange for the receipt, which must be attached to the counterfoil in the book.

64. If the offender fails to appear, the Magistrate may order the bail to be forfeited, and the Clerk of

the Court will then sign the second form as a receipt for the money paid into Court. This form must be attached to the counterfoil in the book.

65. The forfeiture of bail does not prevent the re-arrest or prosecution of a person for the offence with which he was charged.

BARRACKS.

66. Barracks, huts, or other accommodation will be provided by the Government, and all necessary repairs to the same will be made at the public expense; but Sergeants and men in charge of stations will be held responsible that the buildings and premises are always kept clean, orderly, and fit for inspection, and the men will be expected to make good all minor repairs.

67. Serious damages should be promptly reported to the District Officer, and in case of damage occurring through carelessness or negligence, the cost of repairs will be charged to the men of the station generally, unless the individual through whose carelessness or negligence the damage actually occurred can be pointed out and made responsible. Broken panes of glass and other slight damages chargeable to the men should be made good as soon as possible.

68. The men should take a pride in upholding an appearance of neatness and regularity in everything connected with their stations, and must keep every part of the barracks, or other premises, and the approaches, yards, etc., clean and in good order.

69. Wheelbarrows, spades, picks, etc., for the purpose of keeping the barracks and surroundings clean, will be provided by Government; but brooms, stable-forks, buckets, and other similar articles must be paid for by the men, and will be purchased and charged to the mess or forage accounts at the end of the month by the Sergeant or man in charge.

70. Every article in a barrack-room, hut, etc., should have its appointed place, the bedding should be neatly folded every morning by 9 o'clock, the rooms swept and tidied by that hour, and a daily inspection made to see that this rule is strictly carried out.

71. Bedsteads, tables, forms, and other barrack furniture will be provided by the Government; mattress-cases will also be provided, but every other article of bedding must be found by the men themselves.

72. At Headquarters and all stations a list of bedsteads, tables, forms, and other Government property must be hung up in each room, and the Sergeant or man in charge of the room will be held responsible for the articles enumerated on the list.

*73. The following hours for duties, meals, etc., at Headquarters will, as far as practicable, be observed at all out-stations of the mounted branch throughout the Colony:

Reveille {	1st November to 28th February ...	5.30 a.m.
	1st March to 30th April ...	6.0 a.m.
	1st May to 31st August ...	6.30 a.m.
	1st September to 31st October ...	6.0 a.m.

Morning Stables, half-an-hour later than Reveille.

Breakfast	...	8 to 8.30 a.m.
Inspection of Arms and Rooms	...	10 to 10.30 a.m.
Lunch	...	1 p.m.
Evening Stables	...	4 to 5 p.m.
Dinner	...	5.30 to 6 p.m.
Lights out	...	9.30 to 10 p.m.

74. Every species of gambling for money in barracks or quarters is strictly prohibited.

75. Even after the duties of the day are over—5 p.m.—men are not at liberty to leave barracks or quarters without permission, and one man must, if possible, always be on duty in barracks day and night.

76. Strangers are not allowed to sleep in barracks without the permission of the Sergeant or man in charge, and men who have been dismissed from the Force for misconduct are on no account to be allowed to frequent the barracks.

77. No poultry, cows, or other animals shall be kept at any station or barracks without permission. If permission is granted, the Sergeant or man in charge will be careful to see that the places they occupy are kept clean, and at a reasonable distance from the buildings occupied by the men.

78. Each barrack or station will be provided with a proper kitchen, to be devoted to cooking purposes, which shall not be carried on elsewhere in the station.

BOARD PROCEEDINGS.

79. A board will consist of three or more members of the Force, of whom the senior in rank will be President, but where it is impossible to form a board so constituted, a Resident of the District may be asked to become a member.

80. Printed forms are provided which must be used upon all occasions of the assembly of a Board for the purchase or condemnation of horses, or to report upon the loss or damage of any article of Government property, or to enquire into and report upon any other matter or thing for which a Board is ordered to assemble.

* Note.—Special Regulations as regards parades, inspections, etc., at Headquarters will be issued by the Officer in charge from time to time, and at all Stations Reveille may be half an hour later on Sundays.

ble; and in conducting the proceedings the following form will be adhered to:—

After filling in the printed heading, the names, rank, and numbers of the President and members must be given. Evidence will then be taken.

.....states.

After the witnesses have been examined and evidence taken down in writing, the Board will record its opinion:—

“Having carefully and taken the foregoing evidence, the Board is of opinion that and recommend

..... President.

 } Members.

Date.....

The Officer or Sergeant in charge will then record his remarks and recommendations on the Board proceedings and sign his name.

81. In the case of loss or damage, the proceedings should show how such loss or damage occurred, whether the damage was caused by fair wear and tear, etc., and the Board should state whether they consider such loss or damage was caused by negligence or ill-usage on the part of anyone, or otherwise.

82. In no case may a person interested in the finding of a Board be a member of the Board; and, if it can be avoided, no witness whose evidence influences the decision shall be a member thereof.

83. Any horse, clothing, or article condemned to be destroyed, shall be destroyed in the presence of the Board, who shall certify on the Board proceedings to have witnessed such destruction, and the manner in which it was done.

BOOKS AND RETURNS.

84. Officers, Sergeants and men in charge of Districts, Stations, Gaols, etc., will keep the books and returns as laid down in Appendix A.

85. All returns must be upon prescribed forms, accurately prepared, distinctly written, punctually forwarded, and signed and dated by the Officer or Policeman forwarding them. Should there be no entry to make in any return, a “nil” return must be forwarded.

86. No erasures are to be made in any of the books or documents connected with Police matters. If an error be discovered in any book, document, or account, it is to be corrected by drawing the pen neatly across the entry, so that the obliterated word or figure may be read and the correction substituted above it.

BORROWING FROM SUBORDINATES.

87. If any member of the Force shall, directly or indirectly, borrow money from any other member of junior grade, he will render himself liable to dismissal or other punishment.

88. The habit of borrowing money from persons outside the Force is strongly deprecated, and it is desired to impress upon Policemen the necessity of living within their means; for it is impossible for men who are in debt to conduct themselves with that independence, uprightness, and impartiality which is expected of every Policeman. If it is found that a member of the Force is in monetary difficulties, it will undoubtedly stop his promotion, and will lead to more serious consequences.

CERTIFICATES OF CHARACTER.

89. Every Policeman who has served for over six months will, upon discharge, receive a certificate signed by the Chief Commissioner, stating his rank, period of service, cause of discharge, and general conduct.

90. A certificate may, however, merely give the date of joining and discharge, without alluding to a man's conduct, as follows:—

- (a) If his general behaviour has been indifferent.
- (b) If his services have been dispensed with.

91. In the case of a man who has been tried for misconduct and dismissed, the certificate will state the nature of the offence and the punishment inflicted.

CIVILITY.

92. Members of the Force must at all times treat the public with civility, forbearance, and good temper. This cannot be too strongly impressed upon all ranks, for nothing will tend more to create a more kindly feeling, and cause the Force to be respected and popular, than quiet, decorous behaviour both in and out of quarters, a zealous discharge of duty, and a readiness to render kindness and assistance to every member of the community; whilst an opposite course can only engender ill-feeling and bring the Force into disrepute. (See Sir Henry Hawkins' admirable address to Police Constables in the Appendix.)

CLOTHING AND EQUIPMENT.

93. All European members, after being finally approved for the Force, will be supplied with a proper outfit of uniform, saddlery, and other necessities,

according to regulation pattern, and the branch of the Force to which they belong.

94. Payment for these supplies will, in the first instance, be made by Government, and will be recovered by monthly stoppages of £2, unless the recruit is in a position to pay for his horse and outfit at once. N.C.O.'s will be stopped £3, and Officers £5, per month.

95. This outfit must be maintained in good order and serviceable condition by each member of the Force, and it is to be kept clean and ready always for immediate use.

96. All articles of clothing, saddlery, etc., are expected to last a reasonable time, and should men require other articles from the store to replace portions of their equipment damaged through carelessness, or lost through neglect, they will either be charged at once in the monthly pay sheet with the cost of the articles, or be placed under further stoppages beyond the £2, in addition to any punishment which may be inflicted. All articles purchased on kit sales shall be paid for through the next monthly pay list.

97. For the purpose of enabling members of the Force to provide themselves with the different articles of uniform, saddlery, necessities, etc., according to regulation pattern and quality, supplies will be procured from time to time from England, or from local sources, and whenever fresh supplies are received, a Board consisting of an Officer, Sergeant, and one man will be appointed to report upon the quality of the articles supplied, and to fix the price of each article, subject to the approval of the Chief Commissioner.

98. Clothing and other necessities will be supplied from the store at Headquarters upon quarterly requisition. After the first complete issue of kit, as laid down in these Regulations, any further issue shall be paid for by instalments out of the man's monthly pay, at the discretion of the Paymaster.

99. Sergeants and men in charge of stations must not allow any deviation from the authorised uniform of the Force by the men under their command.

100. Sergeants and men off duty must always appear properly dressed in uniform when away from their station, unless they obtain permission to wear plain clothes; but on no account must any combination of uniform and plain clothes ever be worn.

101. No trinkets, watch chains, etc., must be worn outside the jacket.

102. Native and Indian Police must at all times be properly dressed in uniform, except when employed upon detective duty; and the wearing of beads or ornaments of any kind is prohibited.

103. The uniform of all ranks will be as follows, and no deviation from the regulation pattern will be allowed :—

OFFICERS (Mounted Branch).

Helmet, khaki, with puggaree and bronze badge.
 Field Service cap, with leather peak and bronze badge, black lace edging on peak for Officers above rank of Sub-Inspector.
 Jacket, khaki serge, double collar hooked to the throat, two breast pockets, sleeves with two wrist buttons, N.P. in bronze on both shoulder knots. White collar to be worn.
 Breeches, khaki cord, laced at the knee.
 Overalls, khaki serge, not to be worn on mounted parades.
 Dark green frock coat and overalls, N.P. buttons.
 Dark green cap, with black peak and gold lace edging for Officers above the rank of Sub-Inspector.
 Field boots, brown, hunting spurs and chains.
 Wellington boots, black, and box spurs.
 Ankle boots and Whitfield leggings.
 Dogskin gloves, brown.
 Sam Brown sword belt, brown leather, single shoulder strap, and sword.
 Revolver, to be carried in holster on sword belt.
 Great coat, khaki.
 Mackintosh, of approved pattern.
 Mess jacket, waistcoat and overalls, of rifle green cloth.
 On all uniforms N.P. buttons are to be worn by Officers only. Black buttons will be worn on all khaki uniforms, and gilt badges and buttons on all dark uniforms.

OFFICERS' BADGES OF RANK.

Chief Commissioner—Crown and one star.
 Assistant Commissioner—Crown and one star.
 Inspector—Crown.
 Sub-Inspector (after six years' commissioned service)—Three stars.
 Sub-Inspector (on appointment)—Two stars.
 Superintendent of Water Police—Two rings with one twist.
 Assistant Superintendent of Water Police—One ring with one twist.

N.C.O.'S AND MEN (Mounted Branch).

Helmet, khaki, with khaki puggaree and bronze badge.
 Kepi cap, khaki serge and bronze badge, without chin strap.
 Jackets (2), khaki serge, double collar to be hooked to the throat; white collar, showing gin.,

to be worn by Sergeants, but no collars or stocks by the men.

Breeches (2), khaki cord, laced at the knee.

Trousers, khaki serge.

Overalls, Wellington boots (black), and box spurs for Sergeants only.

Ankle boots (2 pairs), brown, laced, and Whitfield leggings, hunting spurs and chains.

Great coat, khaki.

Mackintosh.

Gloves, brown dogskin.

The N.P. badge will be worn on both shoulder straps underneath the letter of the District to which the man belongs.

N.P. buttons, which are to be kept black, are to be worn on the jackets.

Sergeants may provide themselves with a mess jacket, waistcoat, and overalls of approved pattern, with gold chevrons on the jacket and twisted cord shoulder knot.

BADGES AND CHEVRONS OF RANK OF N.C.O.'S.

Sergeant Major—Gold crown on right arm between wrist and elbow.

Sergeants, 1st Class—Three bars and crown above right elbow.

Sergeants, 2nd Class—Three bars on right arm.

Lance Sergeants—Three bars on right arm.

CHEVRONS FOR MEN.

1st Class Man—One bar on right arm between wrist and elbow, angle pointing upwards.

Re-engaged Man—Two bars on right arm.

No extra bars for second or third periods of re-engagement will be worn, and no such bars will be worn by N.C.O.'s.

MARKSMEN'S BADGES.

Best Shot in the Force—Crossed rifles and crown, in gold, to be worn on left arm between wrist and elbow.

Marksmen, 1st Class—Crossed rifles in worsted on left arm.

TRUMPETER'S BADGE.

Crossed trumpets, in gold, on right arm above the elbow.

NECESSARIES PROVIDED BY N.C.O.'S AND MEN.

2 Woollen Shirts.

2 Blankets.

2 Towels.

Hair Brush.,

2 pairs Socks.

Sponge.
Haversack.
Waterproof Sheet.
Burnisher.
Boot Brush.
Combination Knife.
Housewife.
Razor.
Kit Box and Kit Bag.

SADDLERY.

Saddlery complete, but without breastplate.
Wallets.
Double bridle, complete, without brass bosses.
Stable headstall and reim.
Kneeband.
Nosebag.
Curry comb and brush.
Mess tin and strap.
Pannikin.
Numnah.
Three cloak straps.
Two blanket straps.

ARMS AND ACCOUTREMENTS PROVIDED BY GOVERNMENT.

Carbine or rifle.
Revolver, holster and lanyard.
Carbine bucket.
Bandolier and waistbelt.
Handcuffs.
Dismounted men will receive revolver and holster only.

DRESS FOR GOVERNORS OF CENTRAL GAOLS.

Helmet, khaki, with puggaree and bronze badge.
Cap, black, with black peak, oakleaf braid band and badge.
Jacket, khaki serge, same as Officers of mounted branch.
Trousers, khaki serge.
Ankle boots, brown, laced.
Dogskin gloves, brown.
Black braided frock coat, black trousers, and black boots for full dress.

GAOLERS, WARDERS, AND CONVICT GUARDS.

Helmet, khaki, with puggaree and bronze badge.
Cap, khaki, with black peak.
Jacket, khaki serge, black N.P. buttons.
Trousers, khaki serge.
Ankle boots, brown, laced.
Gaolers, Warders, and Convict Guards will wear the chevrons of their relative ranks.

UNITED STATES

DEPARTMENT OF THE ARMY

HEADQUARTERS, DEPARTMENT OF THE ARMY, WASHINGTON, D. C.

ORDER OF THE SECRETARY OF THE ARMY
OFFICE OF THE CHIEF OF STAFF
OFFICE OF THE ADJUTANT GENERAL
OFFICE OF THE QUARTERMASTER GENERAL
OFFICE OF THE ENGINEER

HEADQUARTERS, DEPARTMENT OF THE ARMY, WASHINGTON, D. C.

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NATIVE POLICE (Dismounted).

	Time required to last.
Great Coat	2 years.
Jackets, white duck	1 "
Jackets, serge	1 "
Two Pairs Pants, serge	1 "
One Pair Pants, duck	1 "
Two Blankets	2 "
Jersey	1 "
Forage Cap	1 "
Reim	2 "
Belt	5 "

INDIAN POLICE.

	Time required to last.
Great Coat	2 years.
Two Pairs Trousers, serge	1 "
Two Pairs Trousers, duck	1 "
Two Jackets, serge, dark green	1 "
Boots, Ankle	1 "
Jersey	1 "
Black Cap, with Peak	1 "
Two Blankets	2 "
Reim	2 "

Clothing, as thus detailed, will be supplied to Native and Indian Police by Government, as soon after the 1st July of each year as is possible. Such clothing will be stamped N.N.P. by the Quartermaster before being issued.

DRESS FOR INSPECTIONS, DUTIES AND PARADES.

MOUNTED MEN.

- (a) Marching order :— Khaki jacket and breeches, helmet, ankle boots, and leggings, spurs, carbine, bucket, bandolier, haversack and revolver to be worn over right shoulder, double bridle.

Saddle to be packed as follows :—The great coat, or waterproof, to be carried in front of the saddle and cap on top. The wallets to contain :—

Near Side.	Off Side.
Burnisher.	Towel.
Brush.	Shirt.
Dubbin or Paste.	Hair Brush and Razor.
Curry Comb and Brush.	One Pair Socks.

One blanket to be rolled, with trousers inside, and carried behind the saddle.

The pannikin to be strapped on the off wallet strap. The nose-bag and mess-tin to be carried on the near side, nose-bag in front, the strap of the mess-tin to be so placed on the saddle that the tin can be taken off without removing the strap.

The stable headstall and reim will be neatly rolled and fastened on the mess-tin D.

The knee-band to be strapped through the throat strap and lower band of the bridle.

- (b) Patrol order :—Khaki jacket, breeches, helmet, ankle boots and leggings, revolver over right shoulder, haversack over left shoulder, wallets, great coat, or mackintosh, nose-bag, curry comb and brush, mess-tin and pannikin on saddle, double bridle and knee-band. Stable headstall and reim to be neatly rolled and carried on off side.
- (c) Review and Drill order :—Khaki jacket and breeches, helmet, ankle boots and leggings, spurs, carbine, bucket, and bandolier, wallets on saddle, double bridle and reim.
- (d) On all mounted parades and duties the crupper and regulation numnah are to be worn.
- (e) Upon ordinary duty, executing warrants, summonses, etc., when men are only absent from the station for a few hours, a great coat or mackintosh should be carried, but otherwise the saddle may be stripped.
- (f) Men sent to Headquarters on duty and returning again to their stations must be properly dressed in uniform, viz., helmet, jacket, breeches, ankle boots and leggings, spurs, and revolver, and will carry on their saddles: mackintosh, knee-band, curry comb and brush; in their wallets, they will carry any necessities they may require, such as towels, shirts, socks, etc.,
- (g) Dismounted duties for mounted branch :—Drill order :—Jacket, breeches, helmet or cap, ankle boots and leggings, spurs, carbine, bandolier.
- (h) Inspections :—Jacket, breeches, helmet, ankle boots and leggings, spurs, carbine, bandolier, and waistbelt, revolver, and haversack (rolled).
- (i) Guards :—Jacket, breeches, helmet, ankle boots and leggings, spurs, revolver (or carbine and bandolier).

INDIAN POLICE.

Full Dress.

Serge jacket, serge trousers, boots, cap.

Patrol Dress.

Serge jacket, white trousers, boots, cap, handcuffs.

NATIVE POLICE.

Full Dress.

Black jumper, black pants, cap, belt.

To be worn on parades in the neighbourhood of the station and escort duty.

Patrol Dress.

Blue jersey, white pants, cap, belt, handcuffs.

When on patrol or escort duty, the great coat, blanket, and spare pants, if necessary, will be rolled together and carried slung on the shoulder by the reim.

MOUNTED NATIVES.

Full Dress.

Black jumper, cap, breeches, boots, putties, and spurs.

Patrol Dress.

Blue jersey, breeches, boots, putties, spurs, cap, and handcuffs. Great coat carried in front of saddle, blanket, etc., behind.

Dismounted Duty.

The same dress as dismounted men, substituting white pants for black.

- N.B.—(a) Great coats are to be worn only at night, in cold or wet weather.
- (b) Arm badges must be worn at all times on the left arm above the elbow, and over the sleeve of the great coat when the latter is worn.
- (c) Belts must be worn round the waist, and not across the shoulder like a pouch belt.
- (d) Sergeants' chevrons must be worn on jumper and great coat.
- (e) Handcuffs will be supplied to every Native Policeman, and must be carried by him slung to his waistbelt when on duty, patrol, etc., and must be shown at all inspections.

CLERKS.

104. Men to such numbers as are required will be employed in the offices at Headquarters and Criminal Investigation Office. They will not be required to keep a horse, and their pay will be subject to no reduction for the Remount Fund beyond the usual subscription.

105. They will be required to keep to the credit of their equipment account such a sum as will suffice to purchase a horse, except in special cases or when a man has been for a long time permanently employed, or is not likely to be again mounted.

106. Clerks employed in the offices referred to in Section 104 will be entitled to extra pay at the rate of 6d. per diem on appointment, and on the recommendation of the Officer under whom they serve, which will be increased to 1s. per diem after one year's continuous service as clerk.

107. These rules do not apply, however, to the clerks of District Officers, who are required to keep a horse and maintain their full equipment.

108. As far as possible, the District Officers should give every man an opportunity of becoming proficient in office work, and should not keep any individual member exclusively employed in his office.

COMPLAINTS.

109. Any member of the Force may at any time make any complaint or representation he may wish to the Chief Commissioner, all that is required being that the complaint shall be in writing, that it shall be worded in a respectful manner, and forwarded through his immediate superior Officer to the Officer in charge of the District, Governor of Gaol, or other Officer, as the case may be, who upon receiving a complaint shall at once forward it to the Chief Commissioner, with such statement and remarks upon the subject as he may consider necessary, together with all evidence in the case in writing.

110. Similarly in the case of Native and Indian Policemen, complaints must be taken down in writing, attested by them, and forwarded in the prescribed way.

111. Although the means of redress are thus at all times open to members of the Force, it must be understood that in preferring charges against a superior a man renders himself liable to severe punishment should the complaint prove upon investigation to be groundless or frivolous, or be made from any personal or vindictive motive.

112. Any member of the Force who may think himself injured or aggrieved must report the circumstances of the case to his superior Officer at once, for if he broods over and delays making his statement his motives will be judged by such delay.

113. All petitions in the nature of "round robins," or combinations by members of the Force for any purpose, will subject those who sign such petitions, or join such combinations, to punishment.

114. Anonymous complaints or animadversion upon individuals are prohibited as being objectionable and unmanly, and no communications of the sort sent to Headquarters will be attended to; also no member of the Force shall make any public or anonymous complaint through the medium of any newspaper or any other publication.

COOKS.

115. For Headquarters and the Reserve, one or two men may be told off as cooks and caterers, but they must take their turn of all police duties, etc.,

if required, being relieved only from fatigues, and this duty should be undertaken in turn as far as possible.

116. At small stations the men must make their own arrangements for cooking, and such arrangements must in no way interfere with the regular police duties of the men.

CORRESPONDENCE.

117. All official letters, correspondence, etc., must be expressed in concise terms, and be written in a neat and legible hand on half-sheets of foolscap paper, with about one-third margin on the left-hand side, indicated by the folding down of the paper.

118. Correspondence, generally, must be conducted through the proper channel, viz., Officers through the Chief Commissioner, and Sergeants and men through the District Officer, Governor of Gaol, or Superintendent, as the case may be, except in the absence of the District or other Officer, when the N.C.O. or man may sign for the Officer.

This does not apply to correspondence with the Criminal Investigation Officer, or Police communications between stations and districts to save time, or District Officers and Magistrates upon ordinary Police matters in the Districts.

119. All official letters, minutes, reports, returns, etc., must be signed and dated, the rank of the writer being inserted below the signature.

120. Any member of the Force who reports in the absence of a superior, must add after his signature and designation:—In the absence of on duty (leave or sick), as the case may be.

121. No official letter or minute should relate to more than one subject, and official communications must not be written on scraps of paper, no matter to whom addressed.

122. No official papers which have originated with, or been referred to, Ministers are to be sent to any out-station, but if a report or remarks are required thereon, they must be drawn up separately and enclosed in the main papers.

123. All official correspondence with Headquarters must be addressed to the Chief Commissioner (with the exception of those matters which these Regulations direct to be sent to the Paymaster), and must be conducted, as far as is possible, in the handwriting of the District or other Officer, or Sergeant or man in charge.

124. Official letters received from Headquarters or from District or other Officers must be returned with the reply written below the original letter, or on the other side of the sheet, in the form of a short minute, and the correspondence continued in the same

way if again received, fresh half-sheets being added as required, and the papers finally returned to Headquarters, where they will be filed for reference; but if the correspondence arises between the District Officer, and man in charge of an out-station in his District, and refers to District matters only, or should be between District Officers and the Criminal Investigation Officer, or each other, then the papers should be filed in the office from which they originated.

125. General orders and circulars only will be retained, and after being exposed on the Notice Board for a week or more, will be filed after being copied into the station order book.

126. Minute jackets enclosing documents must be returned in the same manner as letters, with a short minute embodying the report or information asked for, a half-sheet of foolscap being added if required. Minutes must never be written on the last two pages of the minute jacket.

127. No papers attached to a letter, or enclosed in a minute jacket, must be removed or retained unless by special order, and any such removal must be noted in the margin.

128. All official letters should be recorded in the Letter Register, showing the number of the issuing office and any other office through which the papers may pass, and with all correspondence the greatest promptness and punctuality are indispensable.

129. All strictly official correspondence addressed C. C. of P., C.I.D., Paymaster, District Officer, Sergeant, or Trooper in Charge, may be sent free through the post without franking, but all official correspondence addressed to private individuals must be stamped with an official postage stamp. Nothing of a private nature must be franked and sent through the post free.

130. Official correspondence must not, on any account, be forwarded to, or shown to, private individuals without the special authority of the Chief Commissioner.

131. All correspondence should commence with a letter, and afterwards be continued in minute form, and the following forms are to be adhered to:—

Station,

Date.

To the Chief Commissioner of Police,

Sir,—I have the honour to, etc., etc.

I have the honour to be,

Sir,

Your obedient Servant,

.....

Rank.

FORM OF MINUTE.

Chief Commissioner (or name of District or other Officer).

Embodiment in as few words as possible the report, reply, question or reference, without any preamble of "I have the honour, etc.,"

.....

Rank.

Station.

Date.

CREDIT.

132. Tradesmen are warned against giving credit to members of the Police Force, for private goods or luxuries, and if they do so it is entirely at their own risk, for the clause in the Law empowering Officers to stop £2 per month from the pay of a Policeman is not framed as a guarantee for the payment of Policemen's debts, and Government holds itself in no way responsible for them.

133. It will be the duty of Officers, Sergeants, and men in charge of Stations to warn tradesmen that they allow credit entirely at their own risk, and that any order or I.O.U. given by a member of the Force on his pay has no legal value whatever, and will not be recognised.

CRIME, PREVENTION OF.

134. Members of the Force should bear in mind that the prevention of crime is their first duty, and is of greater importance even than the punishment of criminals; but at the same time they must use every endeavour to detect crime and apprehend the perpetrators, and the absence of serious crime in any district should be the best proof that the Police in that district are active and vigilant in the discharge of their duties.

135. In following up a clue the Police should seize weapons and all articles likely to bring home the crime to persons suspected.

DEATH (CASES OF VIOLENT OR SUDDEN).

136. When the body of a deceased person is found by the Police, or reported to them as having been found, every circumstance connected with the appearance of the body, its position, and the probable length of time dead, should be carefully noted, and care taken to prevent any removal until instructions can be received from the Magistrate of the Division. In the absence of the Magistrate, the District Surgeon

should be requested to make an examination of the body.

137. When the place is remote and no medical man can be obtained within a reasonable distance to examine the body, the Police must make the best examination they can themselves, in order to ascertain if death has been caused by violence.

138. If death appears to have been caused by violence, the exact position, appearance, nature, and extent of the wounds should be noted, and every endeavour made to find the weapon with which the wound was inflicted. If the body cannot be identified, the finger-prints should be taken, if possible, and sent to the C.I.D.

139. A deposition should be made before the Magistrate, and full particulars of the case forwarded to the C.I. Department, and to the District Officer.

140. The Police should not bury the body without an order from the Magistrate, unless it has been previously examined by a District Surgeon or other medical man, whose authority to inter the remains shall be sufficient.

DEATH OF A MEMBER OF THE FORCE.

141. Whenever a man dies at any Station, an inventory of his effects will at once be taken and forwarded to the District Officer by the Sergeant or man in charge, together with full particulars of his death and statement of his accounts.

142. The District Officer will at once communicate with the relatives of the deceased and inform them of his death, which should also be notified to the Registrar of the District.

143. A statement of the accounts of the deceased, inventory of his effects, particulars of sale, etc., will be forwarded from Headquarters to his relatives as soon after the date of his death as possible, and a similar statement shall be made to the Master of the Supreme Court of the Colony; and any balance due to the deceased shall be placed in the hands of that Officer, after the payment of all just debts, for the benefit of deceased's next-of-kin and legatees, but letters, photographs, and small valuables should be made into a packet, and transmitted direct to the deceased's relatives.

DEBTS.

144. Although under the Police Act no Policeman can be arrested and taken out of the Force for any original debt under £15, nevertheless no member of the Force should incur debts to publicans, storekeepers, or others, or place himself in any way under obligations which might impair his efficiency, or fetter

him in the fearless and impartial discharge of his duty; and although Government does not hold itself responsible for any debts contracted by members of the Force, Officers are empowered to deduct the sum of £2 per month from the pay of a man towards the liquidation of any just debt under £15 owed by such Policeman. It must be clearly understood, however, that the fact of a man contracting debts, which he is unable, or unwilling, to discharge, will be a bar to his promotion, and may cause his reduction or dismissal from the Force.

145. Should any member be dismissed from the Force, desert, die, purchase, or claim his discharge, it shall be lawful for the Chief Commissioner, or any Officer empowered for that purpose, to retain any pay, or balance of pay then due, as well as the horse, saddlery, and equipment, etc., to satisfy any public debt owing by such member for advances for horse, equipment, rations, forage, etc., and further to cause such horse and equipment, or such part thereof as shall be deemed sufficient, to be sold for the purpose of liquidating such outstanding claims.

146. Any member of the Force who shall, in settlement of any debt give an order or I.O.U. on his pay to any hotelkeeper, storekeeper, or other person, will render himself liable to severe punishment, and no order of the sort will be of any legal value whatever.

DEFAULTER AND FINE RETURN

147 All cases of misconduct on the part of members of the Force must be at once entered on the monthly Defaulters' and Fine return of the Station, which, in the case of District Police, will be forwarded to the District Officer, with full particulars and all evidence of the case in writing, including the accused's defence.

In serious cases referred to the Chief Commissioner, the man should be kept under arrest until the decision is made known.

148 On receiving the "Defaulters' and Fine Return," after the award of punishment, the judgment and charge should be entered in the man's Defaulter Sheet.

149. Charges against members of the Force who may be brought before Magistrates for Civil or Police offences must similarly be entered on the monthly Defaulter and Fine Return and Defaulter Sheet.

150. Charges recorded against men in the monthly "Defaulters' and Fine Return," if proved, will afterwards be entered in the record of service kept at Headquarters, and also in the Station Defaulters' Sheet by the District or other Officer, and certificates of character upon discharge will depend mainly upon these sheets.

151. A similar Defaulter Sheet for each man will be kept at every station, and must be forwarded with him if he is transferred at any time or sent to Headquarters for discharge; and Sergeants and men in charge of stations will be held responsible that these sheets are correctly kept, and that every charge recorded against a man in the monthly Fine and Defaulters' Return is correctly entered on his Defaulter Sheet, as well as any punishment awarded by a Magistrate.

DEPOSITIONS.

152. No member of the Force should ever sign a deposition without having previously read it over and satisfied himself that it is an accurate statement of his evidence.

DESERTERS.

153. Should a member of the Force desert from any station, the fact must be at once reported to the Chief Commissioner and the C.I. Department by telegraph, if possible, with full particulars as to the direction he is supposed to have taken, and if he took his horse, arms, or any article of clothing or equipment, with him; for a deserter taking any such with him, and being in debt to the Force at time of his desertion, is liable to arrest, and to be tried for contravening Section 34 of the Police Act, as well as for desertion.

154. Notice of the desertion is also to be sent at once to other stations in the District, and to stations in the direction the deserter is supposed to have taken.

155. Similarly, any case of absence without leave for over 24 hours is at once to be reported, although no suspicion of desertion may be entertained.

156. Military deserters are to be arrested and taken before the nearest Magistrate, and a telegraphic report of the arrest at once forwarded to Headquarters; but they are not to be forwarded under Police escort to their regiments, or to the Military Authorities in Maritzburg, without express instructions to that effect from the Chief Commissioner.

157. The Policeman making the arrest must make a deposition before the Magistrate, as a copy of the deposition will obviate the necessity of his appearing as a witness before a Court-martial when the prisoner is tried.

158. The Officer commanding the unit to which the deserter, or absentee, belongs is authorised to pay a reward, not exceeding £1, if the deserter, or absentee, was in uniform, or £2 if he was in plain clothes, provided it is clearly shown that the soldier intended to desert.

An additional reward of £1 to be authorised by the General or other Officer commanding the District in which the unit to which the deserter belongs is quartered, if there are special reasons which appear to him to justify it.

In very special and exceptional cases, a reward not exceeding £5 may be granted on the authority of the G.O.C. in the Colony.

DESPATCHES.

159. It is one of the duties of the Police to forward letters or despatches sent to them for transmission by Magistrates or other Government officials. Such despatches must be forwarded with all celerity from station to station by mounted men. The man receiving the despatch will note the time of its receipt, hour of despatch, route to be traversed, time of delivery, and rate at which it is carried. A receipt will be obtained for it on delivery. After delivery of the despatch these orders will be forwarded to the District Officer, with report.

In cases of extreme urgency authority may be given to hire outside means of transport, or more than one man may be detailed for the duty. Officers shall report to the Chief Commissioner if any such duty is imposed on the Police unnecessarily.

DETECTIVE DEPARTMENT (CRIMINAL INVESTIGATION).

160. All reports concerning losses of stock by theft or otherwise, descriptions of persons wanted, etc., shall be forwarded direct to the Officer of this Department, who will circulate the information as freely as possible, and will, if necessary, cause the particulars to be printed on slips for distribution.

161. When circumstances warrant the necessity, information may be wired to the C.I. Department in Maritzburg by any member of the Force without reference to a superior Officer, and it shall be required of every man to use the most expeditious means of disseminating news.

162. Reliable men (Europeans and Natives) to such numbers as are needed shall be placed at the disposal of the C.I. Department for service as detectives in special cases, and such detectives may call upon the local Police for any assistance that may be required.

163. As it is obviously necessary that detectives should perform their duty in plain clothes, each detective will be furnished with a badge of office, entitled "Certificate of Authority," to carry on his person and to produce when necessary.

164. These Certificates are on no account to be transferred from one detective to another. They are numbered consecutively as issued, and each member of the Force will be held strictly responsible for the proper care of the Certificate issued to him, and upon no account is he to let it out of his own possession.

165. Any detective who, through neglect or carelessness, loses his Certificate, will be severely punished.

166. These Certificates are the property of the Government, and must be retained by the Officer in charge of the C.I. Department when the detective is not on duty.

167. Detectives when employed in plain clothes are not to salute Officers of the Force or other persons entitled to this mark of respect.

168. Members of the Force should never speak to or appear to recognise detectives, unless the latter first address themselves to them. Every member of the Force is bound to keep the secret of the employment of these men, and never to reveal it even to another member of the Force, unless obliged by duty to do so.

169. All Officers and men of the Force are required to afford every possible information and assistance to detectives in the discharge of their important and difficult duties.

170. Whenever arrests are effected, or missing animals recovered, the information must be communicated to the C. I. Department, in order that the news may be circulated.

171. At the end of the month the District and other Officers will forward to the C.I. Department a summary of the Apprehension Returns, and the Lost Property Returns, of each station.

172. The Special Detective Forces in the country districts are under the immediate control of the C.I.D., and will work as secretly as possible, particularly in cases of stock stealing, which should be at once reported to the Detective of the District.

DETECTIVES (NATIVE).

173. The C.I. Department engage their own Detectives, but for district work, Native detectives, if required, can be obtained by applying to the District Officer, in special cases of stock thefts, detection of illicit Native liquor traffic, etc.

174. Detectives for casual District work should only be employed for short periods, and accounts for the payment of these men must be forwarded to the District Officer monthly, or immediately after completion of the duty, or paid from the station advance. The rate of pay for these men should be 1s. 6d. a day, and must never exceed 2s. a day.

DISCHARGE.

175. No member of the Force shall be entitled to claim his discharge as a matter of right until the expiration of his engagement, and the settlement of all debts due by him to the Force, and if employed on duty or on active service when his engagement expires, not until such time as duty or active service shall have been completed.

176. Any European member during his first period of service may, with the consent of the Chief Commissioner, purchase his discharge upon payment of £5 for every unexpired year of service, and the settlement of all debts due by him to the Force; and any Native or Indian upon payment of £1 for every unexpired year of service.

177. Re-engaged European members may obtain their discharge at any time upon payment of £5, or by giving one month's notice without any payment, with the consent of the Chief Commissioner, and subject to the restrictions mentioned in the preceding paragraphs; and re-engaged Natives or Indians may similarly obtain their discharge at any time by giving one month's notice, or upon payment of £1 in lieu thereof.

178. If a man at an out-station applies for his discharge by purchase, the Officer or Sergeant will satisfy himself that the man has sufficient money to purchase his discharge, and settle all debts due to the Force, before recommending and forwarding the application; and no man must be sent to Headquarters for discharge until an answer has been received to his application. All applications for discharge should state whether it is required at Headquarters or at the out-station, and should be made at least a fortnight before the expiration of the term of service.

179. When a man is sent to Headquarters for discharge, the following documents should be forwarded by post, so as to arrive with him or before him:—

- (a) Statement of his accounts up to the date of his leaving the station, messing being charged at the rate of 2s. and forage 1s. per diem for broken periods.
- (b) Any advance or outstanding accounts he may owe to tradesmen or others.
- (c) Detailed statement of the sale of his horse, kit, etc., if sold at the out-station.
- (d) An account of mess and forage charges he may owe at any out-stations.
- (e) His Defaulter Sheet.
- (f) His copy of Rules and Regulations and Abstract of Laws, or if these have been lost or made away with, he will be charged the cost price of these books in his statement of accounts.
- (g) Memo. if his arms were returned in good order.

180. A way-bill and advance, if necessary, will also be given to the man himself, along with a copy of orders and route, and he must bring his arms and Government equipment with him, to be returned into store at Headquarters, unless otherwise ordered.

181. If a man is discharged at an out-station, the Sergeant or man in charge will be held responsible that the man's arms and articles of Government equipment are returned in good order and condition, if ordered to be retained there. When a Native or Indian Policeman is discharged from the Force, he must not be allowed to take any article of Government clothing or equipment away with him. His clothing and equipment must be retained, and shown in the District Equipment Book, until issued to another man.

182. Men proceeding to Headquarters, or any station for discharge, except on expiration of their term of service, will be required to pay their own expenses *en route*. They must not, therefore, be supplied with a Railway ticket order, or allowed to consign their horse, or kit, to the N. G. Railway, to be charged for in the N.G.R. monthly accounts.

183. In discharging Native and Indian Policemen from the Force, the whole of the uniform and equipment issued to them must be returned prior to discharge. They will then be paid the amount due to them from the station advance, and a receipt taken for this payment. This receipt will be sent to the District Officer, who will include the amount paid in the next monthly pay-list sent to the Paymaster, and the receipt will be attached to the pay-list, and returned with it.

184. Whenever Indian or Native constables are discharged for misconduct, the C.I.D. must be informed, in order that a note to that effect may be made on the finger print slips.

DISCIPLINE.

185. The discipline of the Force at all Police Stations shall be under the immediate control of the Officer, Sergeant, or man in charge of such stations, and any irregularity or misconduct shall be immediately taken notice of, and, if serious, reported to Headquarters or the District Officer; and Sergeants and men must not seek to obtain popularity at the expense of discipline by failing to report any serious breach of discipline or frequent minor cases of misconduct on the part of any of the men under their command.

186. Every member of the Force is to receive the commands of his superior with deference and respect, and to execute them with alacrity; and every superior in his turn is to give his orders in temperate language, showing due regard to the feelings of those under his command.

187. Any man who for a moment questions or disobeys the orders he may receive from a superior Officer will be severely punished, and every Officer, Sergeant, or man in charge must at once report any man who refuses to obey him in any matter of duty. But though men must always unhesitatingly obey the order of their superior Officer, it is always open to them to make a respectful complaint subsequently concerning such orders.

DISMISSAL.

188. Any Policeman will be liable to be discharged for unfitness for service, or dismissed for negligence or misconduct, independently of any other punishment to which he may by law be subject. Bad characters will be dismissed at once, and not be allowed to remain until they are clear of debt.

189. If any Policeman is dismissed from the Force for misconduct, the whole of his pay then due or unpaid is liable to be forfeited and paid to the "Superannuation Fund."

190. No Policeman who shall have been dismissed from the Force can be allowed to re-enlist.

DISTRIBUTION.

191. The Police Force is divided into Mounted, Foot, Railway, and Water Police, as well as Gaolers, Sergeant Warders, Warders, Turnkeys, and Convict Guards, and any member of the Force may be promoted into, or transferred from, one branch to another with the consent, or by the order of, the Chief Commissioner.

192. The Force shall be distributed at such stations throughout the Colony as the requirements of the country may demand, and may be determined on by the Chief Commissioner, with the approval of the Government, and Officers, Sergeants, and men shall be required to serve at such stations and in such districts as the Chief Commissioner may, from time to time, direct.

DIVINE SERVICE.

193. Members of the Force should, when practicable, attend Divine Service at their respective places of worship, and every facility should be given them for so doing; and whenever the Force, or any considerable portion of it, is assembled at any time for drill, or service, or quartered together at any station, a Church Parade shall always be held on Sundays, if the men are unable to attend places of worship in the neighbourhood.

DRILL AND INSTRUCTION OF RECRUITS.

194. As the Force is liable to be called upon at any time to do Military duty, or to act in concert as an armed body, it is essential that every man should be instructed in the use of the arms with which he is provided, and that men of the mounted branch should be able to ride well.

195. Upon first joining the Force every recruit will be attached to the Reserve. and will be put through a course of drill and musketry instruction, and will also be instructed in Police duties, the Laws of the Colony, and the Regulations of the Force. The knowledge thus acquired must be kept up and perfected at out-stations, by the Officers and Sergeants, who will take every opportunity, consistent with the proper performance of Police duties, to exercise and drill their men, and examine them in their knowledge of the Laws, etc.

DRINKING AND DRUNKENNESS.

196. Members of the Force should not receive drink from anyone, or enter any canteen or public-house, while in uniform, except in the execution of duty. Nor should they frequent public-houses when off duty, and men who habitually spend their time at hotels or canteens will be considered unfit for service.

197. No excuse for drunkenness will be entertained, and any drunkenness on duty will be looked upon as a most serious offence, which should not be dealt with summarily by the Officers, but should, when possible, be first reported to the Chief Commissioner, and will render the offender liable to imprisonment or dismissal from the Force.

198. No Policeman who shall be, however slightly, under the influence of liquor, is to be put on any duty, nor must he be unnecessarily interfered with or questioned by a superior, which would probably only lead to insubordination; but men under the influence of liquor should be confined to the guard room, or left to the care of a comrade until recovered, when proper steps can be taken for their punishment.

199. No spirituous liquor shall be brought into barracks, camp, or station, without the express permission of the Officer, Sergeant, or man in charge; and no order for the purchase of liquor must be given to individuals of the Force by anyone.

200. Officers and Sergeants must do all in their power, by example, admonition, and precautionary measures, to prevent the evils of drinking among the men.

DUTIES.

201. Members of the Force shall be liable for all duties required of Police under existing Laws. The following are the principal duties they are called upon to perform :—

1. Frequent and vigilant patrolling.
2. The suppression of tumults, riots, affrays, or breaches of the peace.
3. The detection of crime and the arrest of offenders.
4. The execution of criminal warrants and summonses.
5. The prevention of cattle being driven about the country without passes, and the detection and prevention of stock thefts.
6. The prevention of Natives travelling about the country armed with fire-arms or assegais without the written permission of a Magistrate, and the seizure of all such weapons. Natives hunting, or travelling by night, may carry assegais or knobkerries, under Section 292 of Law 19, 1891.
7. The inspection of Licenses in their respective districts, but the Police are not to take the money to pay for a license from any person.
8. The collection of statistics for the annual Blue Book.
9. The issue of Passes to Natives when authorised and supplied with proper Pass Books.
10. The forwarding of official letters or other documents sent to them for transmission by the Governor, Magistrates, or other Government Officers, and the dissemination of all Proclamations.
11. The discovery of stolen property.
12. Collecting evidence against persons accused of crime, and the duty of bringing them before Magistrates.
13. Escort of treasure and prisoners.
14. The special duties required under Harbour and Railway Regulations.
15. To act as Gaolers, Messengers of Magistrates' Courts, Warders, or Convict Guards.
16. To attend Stock Sales and inspect Slaughter Houses, with a view to tracing lost or stolen stock.

202. To facilitate acquaintance with the Laws of the Colony, every Policeman is supplied with a short Abstract of the Laws in force, under which he can act, showing his powers thereunder, and the penalties offenders are liable to, etc., and his knowledge of these Laws, as well as the Police Regulations, must be tested from time to time by the Sergeant or man in

charge of the station, and by the District Officer when making his monthly inspection of out-stations.

203. Strict secrecy must be maintained with regard to all duties performed, or action contemplated, by the Police in connection with criminal duties, which are not to be discussed in public, except for the purpose of procuring information in special cases.

204. No Policeman shall be employed on any other than public duty. Such duty shall be considered to include the erection and repair of huts, etc., all fatigues necessary to ensure health and cleanliness in barracks, camp, stables, etc.; the removal of baggage, stores, provisions, etc.; and the formation of military works, roads, etc. Sergeants and men in charge of stations will be careful to see that all duties are impartially divided amongst the men, and to ensure this, at every station a Duty Roster must be kept, showing the dates and duties upon which every man has been employed during the month.

ENLISTMENT AND RE-ENGAGEMENT.

205. European Recruits for the Force may be enlisted either in England through the Agent-General, or such other agency as may at any time be established, or at the Headquarters of the Force in the Colony.

206. Applicants, to be eligible, must be single men between the ages of 19 and 25 years, between 5ft. 7in. and 6ft. in height (and not exceeding 160lbs. in weight for mounted duty), unless they are otherwise specially fitted for service in the Force, when exceptions in these details may be made.

207. They must be able to read and write well, must produce satisfactory testimonials as to character, and will be required to pass a medical examination as to fitness for service; and every Policeman, of whatever rank, shall be required to pass a similar medical examination upon re-engagement.

208. Recruits will be enlisted for a period of three years, and if they are engaged in England, their enlistment will date from the day they report at Headquarters.

209. They will be taken on, in the first instance, as probationers for one month, during which time they will be instructed in drill, etc., at Headquarters, and will be subject to the Police Law and the Rules and Regulations of the Force, but will not be supplied with uniform. If finally approved, this month's probation will be allowed to count as service towards the completion of their three years' engagement.

210. Before being finally approved, they will be required to take and subscribe to the oaths mentioned in Section 6 of the Police Act in presence of a Magistrate or J.P.

211. Indian and Native Policemen and Detectives should be enlisted for three years, if possible, and must be taken before a Magistrate to be sworn in, in order to have the term of enlistment, rates of pay, etc., properly explained to them by the Interpreter of the Court, in the presence of the Magistrate. This, of course, applies to the regular Native Policemen, or their substitutes, or Detectives enlisted for service in the Force, and not to Detectives otherwise engaged in special cases. The finger-prints of all Indian and Native Policemen should be taken at the time of enlistment, and sent for record in the C.I.D.

212. Any European Sergeant or man who shall have completed his first term of three years' service may, if approved and permitted by the Chief Commissioner, re-engage for a further term of three years, and shall become entitled to an additional shilling a day to the pay of his then rank, and every Sergeant or man who shall be permitted to re-engage after six years' service for three years' further service shall become entitled to a further increase of sixpence a day during that period of re-engagement. Any further re-engagement, which the Chief Commissioner may permit shall carry with it no further increase of pay; and every Sergeant or man when permitted to re-engage shall subscribe to the following agreement:—

I, the undersigned, having completed years' service in the Natal Police Force, do hereby re-enrol myself for a further period of three years from, subject to the Police Act of 1894, and the Rules and Regulations already in force, or such further rules, regulations, and orders as may from time to time be promulgated by competent authority.

213. No man can be re-admitted after having been dismissed from the Force, but any man who may have taken his discharge upon completion of his term of service, or who may have purchased his discharge from the Force, may, if of good character prior to leaving the Force, and can be certified to have been of good character and creditably employed since he left the Force, be allowed to rejoin, but will not be allowed to reckon former service or to receive re-engaged pay, etc., unless he applies for re-admission into the Force within one month from the date of his taking his discharge.

214 Any member of the Force wishing to re-engage must apply in writing to the Sergeant or man in charge of the station to which he belongs at least a fortnight before the expiration of the term of service, and such Sergeant or man shall at once forward the application to the District Officer, and state his own opinions as to the fitness, or otherwise, of the applicant for re-engagement. The District Officer will forward the application, and his remark thereon, to the Chief Commissioner.

ESCORTS.

215. Escorts should be proportionate to the number of prisoners, and shall not be less than two men, if possible. European prisoners are to be kept separate from coloured prisoners at all times, and are to be escorted by European Police only.

216. The Officer, Sergeant, or man detailing the escort will determine the number of men required for the duty, and will issue any special instructions he may think necessary for the safe custody of the prisoners or property, and will furnish the Sergeant or man in charge of the escort with a copy of these instructions, and a route detailing the stopping places, etc. This route must, as far as practicable, be adhered to, but may, of course, be deviated from, if necessary, from stress of weather, or any other sufficient cause, which will have to be satisfactorily explained by the Sergeant or man in charge.

217. The Sergeant or man in charge of the escort, if it exceeds two men, will always march in the rear of such escort, and enforce strict attention to duty on the part of the men, who must not be allowed to straggle on any pretence.

218. The arms of an escort in charge of convicts or prisoners charged with serious offences should be loaded in the presence of such prisoners before the commencement of the march or journey, and always kept ready for instant use. Under ordinary circumstances loaded revolvers will be sufficient.

219. The Sergeant or man in charge of an escort will be held specially responsible for the safe custody of prisoners, specie, or property committed to his charge, but every man of the escort is individually responsible, and, for the credit of the Force, must use ceaseless vigilance to guard against the escape of a prisoner, or the loss of any property, under escort.

220. The first consideration is the security of the prisoner or property in charge, which should be effected with the least possible inconvenience to prisoners, but all due precautions to guard against escape must be taken, and all prisoners charged with serious offences must be handcuffed, and the handcuffs, and the fastening of doors, windows, etc., of any place of confinement, be frequently inspected. The locks and other means by which property is secured should also be frequently examined, and neither by day nor night must an escort separate from or lose sight of their charge.

221. If prisoners are lodged in gaol for the night when on the march, and it is intended to continue the march early the following morning, care should be taken to obtain, if necessary, an order from the Magistrate or Police Officer for the release of the prisoners, so as to prevent delay.

222. Prisoners should always be lodged in the gaol or lock-up of any Township or Magistracy through which the escort passes on the march. It may be necessary, however, to stop at hotels or canteens, but this should never be done when it can possibly be avoided, and, when absolutely necessary, an agreement must be made with the proprietor of the house for the use of a room and for meals to be supplied to the prisoners on the most reasonable terms.

223. Police on escort shall not drink, or allow their prisoners to drink, any intoxicating liquor whatever, and when obliged to stop at any hotel, etc., will place the prisoner in the most secure or private room obtainable, and adopt all necessary precautions against escape.

224. Escorts in charge of prisoners or property should not halt or call at hotels during the day time, but the necessary provisions should be procured and taken with them from the place stopped at the previous night.

225. While on the march prisoners must be kept in the centre of the party and not allowed to straggle, the rate of marching to be regulated by the powers of the prisoners, if on foot; or if on horseback or in vehicles, according to the rate at which they can conveniently travel.

226. If prisoners are allowed to ride they cannot well be handcuffed, so extra precautions must be taken by securing the horse upon which the prisoner rides to the horse of the escort, and specially warning the prisoner that arms will be used promptly if he attempts to escape.

227. When a halt is made for rest or refreshment, the prisoners, if not previously handcuffed, should at once be so, and a sentry or sentries, with loaded arms, be placed over them, while the remainder of the escort attend to and off-saddle the horses, etc. If it is necessary to separate a prisoner for any purpose, one of the escort must always accompany him.

228. The Sergeant or man in charge of an escort must be careful to arrange his march so as not to arrive at any stopping places for the night after dusk, and, as the cool hours of the morning are generally least fatiguing to men and horses, the escorts must start in the mornings as soon after daylight as possible. The escort should halt and the horses be off-saddled about every three hours.

229. Before taking charge of prisoners, the Sergeant or man in charge of the escort will cause them to be searched in his presence, and will examine his authority for their custody; he will also invariably obtain a receipt for all prisoners and property handed over by him, and will give a receipt when he takes

charge, and great care must be taken that a clear receipt is obtained from a competent official before specie is handed over.

230. A separate way-bill must always be provided for the expenses of the prisoner or prisoners under escort.

231. When the escort is composed of Indian or Native Police only, the duties and responsibilities should be explained to the men before leaving, and the written orders detailing the route, etc., should be read and translated to them. Unless in case of necessity the escort should avoid sleeping at Native kraals.

EVIDENCE.

232. Every Policeman should enter in his note book all particulars of cases as they occur, or as soon after as possible. These notes may be referred to before entering the witness box, but should they be used in the box they may have to be handed in. A Policeman may, before a case comes on for trial, ask to read over his deposition.

233. Every member of the Force will remove his head-dress in a Court when the Judge or Magistrate is present. The only exception to this is when a Policeman is on duty, *under arms*, with an escort, when the head-dress should not be removed.

234. Cases should never be hurried before a Court unless the fullest evidence is forthcoming. The Magistrate is best able to judge whether the committal should take place or not, but as a general rule he will grant a remand for the purpose of procuring further evidence. A remand should always be asked for when there is reason to suppose that a previous conviction is recorded against the prisoner. In such a case the finger print slip will be sent to the C.I.D. for enquiry.

235. Evidence taken before a Board or Court of Enquiry, by an Officer, with a view to forwarding it to Headquarters, should always be read over to a witness, and verified by his signature.

EXPENSES.

236. The travelling expenses allowed to Officers is at the following rates:—Chief Commissioners and Assistant Commissioners, 20s. per diem; other Officers, when travelling on special duty, 17s. 6d. per diem; District Officers when inspecting stations in their districts, 15s. per diem; Officers serving with the Reserve when employed on active service, or when away from Headquarters, and under canvas, 10s. per diem.

237. A special rate of 1s. 6d. a day for the Sergeant or man in charge, and 1s. a day for men, is allowed for treasure escorts in addition to any extra

expenses incurred. Claims for these expenses should be signed and forwarded by the Officer or Sergeant in charge of the district or station providing the escort certifying the number of days the men were employed on the duty, and accompanied by a copy of the order or requisition on which the escort was detailed, and the receipt for the treasure handed over.

238. The special rate applies only to the duty of escorting the specie from the seat of Magistracy to Pietermaritzburg by wagon, and no such claim will be allowed for escorting Magistrates on Hut Tax Collections.

239. No claim for expenses incurred on ordinary duty, or upon patrol, etc., will be entertained, and no claim must be sent in for any duty unless men have had to proceed a distance of over 20 miles going and returning to their stations, or have been absent from their station twenty-four hours.

240. For witnesses' expenses see "Way-Bills," and Section 577.

241. The expenses incurred by Officers and Gaolers when ordered and transferred from one district to another, for permanent duty, will be claimed under "Amended Removal Allowance Circular," No. 120, 1895; in all other cases of special duty a claim will be sent in, together with a way-bill for any post-cart or railway fares which may have been incurred, *vide Government Gazette*, March 5th, 1895.

242. The extra expenses incurred by Sergeants and men upon duty will be recoverable from Government, but every claim will have to be decided upon its merits.

243. Claims for these expenses should be accompanied by the order, or copy of the order, or requisition upon which the men were detailed for duty, and a way-bill showing all the items and receipts for all expenses incurred; and in no case will anything beyond 10s. a day be allowed for personal expenses. Full instructions for filling up these "Way-bills" are given under that head, and for expenses of witnesses see Section 577.

244. Whenever possible, if two or more men are sent upon any duty which is likely to detain them over twenty-four hours, they may take a pack horse with patrol tent, rations, etc., to save expense, and all regular patrols, men on dog-tax inspection, collecting statistics, etc., will be accompanied by a pack horse, with tent, rations, etc.

FINES.

245. Fines inflicted by Magistrates, or by any other Court for civil or criminal offences, will not be stopped from the pay of the men, but must be paid

by the men themselves, or in default of payment, any alternative imprisonment suffered.

246. Fines, whether inflicted by an Officer, Board of Officers, or a Magistrate, are entered in the monthly Defaulters' and Fine Return, and except those inflicted by a Magistrate, are stopped from the pay of the men in the Monthly Pay List by the District Officer, and a cheque for the amount will be sent to the Accounting Officer and placed to the credit of the Superannuation Fund.

FINGER PRINTS.

247. The finger-print impressions of every prisoner lodged in gaol shall be taken upon admission and sent to the C.I.D., Pietermaritzburg, for classification.

248. For each slip passed by the C.I.D., the Gaoler or Warder will receive a fee of 3d.

249. Members of the Force who pass the examination in the art of finger-print classification will receive extra pay at the rate of 1s. per diem when employed at that work.

250. The prints of remand and short sentence prisoners are to be forwarded to the C.I.D. with all possible speed, and in the former case the date on which the prisoner is again to be brought up should be noted on the slip.

251. All entries on the slip must be distinctly written.

252. The prints of all Indian and Native Police on enlistment are to be taken by the nearest Gaoler, to whom the usual fee will be paid.

253. The dismissal of Indian and Native Police for misconduct will be noted on their slips to prevent re-enlistment.

FORAGE.

254. Sergeants or men in charge of stations are empowered to purchase forage, mealies, hay, and bedding for the horses of the men under their command, the actual cost thereof being deducted from the pay of the men at the end of the month.

255. The ration to be issued to each horse will be not less than 10lbs. of mealies, or 12lbs. of forage (oat-hay), or proper proportions of each, and the Sergeant or man in charge of a station will be held responsible that both forage and mealies are purchased, if procurable, and the proper rations issued to each horse. If at any time neither forage nor mealies, or either of them, are procurable in the district, an immediate report is to be made to the District Officer, who will inform the Chief Commissioner; and if no

forage rations should be issued at any time, a stoppage of 1s. per diem will be made from the pay of each man and credited to the "Remount Fund," and if short rations are issued, the difference between the cost of the ration and 1s. per diem will be stopped and credited in like manner to the Remount Fund.

256. The above ration is calculated for horses that are turned out to graze, but if horses have to be kept in the stable all day, an additional allowance of forage, etc., must be issued, and, in winter, when there is little or no nourishment in the grass, an additional allowance of forage or good hay must be given. Rock salt must always be kept in the manger, if possible, and, when procurable, wheaten bran, or green barley should occasionally be given, especially in winter.

257. It is recommended that when forage is dear or difficult to procure, hay should be substituted, if obtainable, and of good quality.

258. Bedding may be purchased and charged to the forage account, if it cannot be cut in the neighbourhood of the station, and at out-stations not more than two months' supply of bedding, mealies, or forage may be purchased without special permission.

259. In the sickly season, and at stations where the bedding is cut as required for use, Officers, Sergeants, and men in charge will be careful to see that it is not cut from swampy or marshy ground, and it should be spread in the open to be thoroughly dried in the sun before being used.

FUNERALS.

260. The funeral of any man who dies while serving in the Force shall be conducted as laid down in the manual of drill, and will be attended by all available Officers and men.

The Officer in charge will see that it is conducted with every mark of respect.

261. Policemen when passing a funeral will salute the remains of the deceased person.

GAME FUND.

262. A fund will be formed for Headquarters, and other large stations or camps, for the purpose of providing the various articles to promote sport among the men. The subscription to the fund will be optional on members of the Force. The fund will be managed by those appointed by the subscribers thereto, subject to sanction of the Chief Commissioner.

GAME.

263. Members of the Force at out-stations will do all they can to put a stop to the destruction of game out of season, and of the animals and birds commonly called "Royal Game," to shoot which the special permission of the Governor is necessary.

264. All members of the Force are cautioned against trespassing in pursuit of game and shooting over any land without the permission of the owner, Corporation, Local Board, or Magistrate, as the case may be.

GAOLS.

265. Gaols will in all particulars be conducted in conformity with the gaol rules of the Colony.

266. Gaols will be classified as follows:—

Durban and Pietermaritzburg ...	1st class.
Eshowe, Newcastle, Ladysmith ...	2nd class.
Stanger, Dundee, Greytown, Estcourt, Verulam, Umzinto, Vryheid, Ixopo, Harding, Port Shepstone, Richmond, Howick	3rd class.
Other Gaols... ..	4th class.

267. Any Gaol may be changed from one grade to another at the discretion of the Minister.

GENERAL ORDERS.

268. All General Orders and Circulars issued from time to time by the Chief Commissioner, or other Officer, must at once be read over to the men and then be placed on the Notice Board of the station, and kept there for at least a week. All orders and circulars must afterwards be pasted into the circular book, in which they must be kept for ready reference.

GOVERNMENT PROPERTY.

269. Sergeants and men in charge of stations will be held responsible for the condition of all Government property under their charge, and must immediately report to the District Officer any loss or damage that may occur, with a view to the assembly of a Board to report on the loss or damage, if necessary.

270. On a detachment being relieved, the Sergeant or man in charge will hand over all articles of Government property belonging to the station to the relieving Sergeant or man, who will carefully note the condition of the articles he takes over, and see that they agree with the list signed for by him, at the same time forwarding to the District Officer a list of

all articles of Government property handed over, signed by himself, and the Sergeant or man relieving him, and all stationery, books, etc., must be left at the station. After signing, the relieving Sergeant or man will be held responsible for the articles taken over.

271. No article of equipment, tents, pack-saddles, barrack furniture, or any other article of Government property, shown upon the Quarterly Equipment Return, must be destroyed and struck off charge until a Board has been held by order of the District Officer, and the articles condemned and authority obtained to strike them off charge, and the N.P. number of the papers granting this authority must be quoted on the Equipment return, which shows the articles as struck off charge.

GRADATIONS OF RANK AND RESPONSIBILITY.

272. It is the invariable rule that, in the absence of a superior, his authority and responsibility devolves upon the next in rank, unless otherwise specially directed.

273. Any party proceeding on duty, however small, should have a responsible head, and where there is no Sergeant to take charge, a man should be specially named, or if no one is specially named, then the senior man will take charge of the party or patrol, and will be held responsible for the proper discharge of the duty.

GRASS BURNING.

274. Great care must be exercised in burning grass round out-stations during the winter months, when the grass is dry and the fire apt to get out of control, if there is the slightest wind. Every precaution must likewise be taken in selecting a site for the camp when men are on patrol, and the cooking fire must be lighted on a bare spot, or the grass cleaned away for a radius of three yards, at least, around the fire. The grass around the tents should also be cut short or cleaned away if no open spot upon which to pitch the tents can be found, for if tents or other property be destroyed for want of proper precaution being taken, the man or men who lighted the fire will be held liable and responsible.

GRATUITIES.

275. No gratuity is to be received by any member of the Force, without the express consent of the Chief Commissioner or an Officer, and members of the Force must not apply for half fines in Courts of Magistrates,

but it should be left to the Magistrate to recommend a reward, if he thinks fit, and Magistrates have been informed by Government Circular C.O. No. 68 of 1894, that it is undesirable, except in very special cases, for the Police to receive any portion of penalties that may be inflicted.

GUARDS.

276. At Headquarters, with the Reserve, or at stations where any number of the Force may be assembled, a Guard of a Sergeant and three or more men will be detailed daily for duty. This Guard will in the day time be responsible for the horses while they are turned out to graze, one man of the Guard remaining constantly with them; and at night will provide a sentry over the stables and buildings generally, who will be armed with a revolver only. The Guards will also take charge of any prisoners there may be both by day and night, extra men being detailed for guard if necessary. Sentries over horses, when grazing, will always be mounted.

277. In the absence of a guard-room, the mess-room should be used by the guard at night, unless another place is specially appointed.

278. No man upon guard or orderly duty will leave the station upon any pretence, except upon matters connected with his duty.

Rules for the guard will be found in Appendix E.

HAIR.

279. The hair of the head is to be kept short, and beards, when worn, are to be kept neat and closely trimmed. The chin and cheek must be shaved if moustaches are worn without beards.

HANDCUFFS.

280. A pair of handcuffs will be supplied to every Policeman (European, Indian, and Native) at Police Stations, and must be carried upon all occasions when on duty; these handcuffs will also be shown at inspections.

HEADQUARTERS.

281. Officers, Sergeants and men who may pass through Maritzburg at any time in the course of duty, or when on leave, must report themselves at Headquarters on their way through, unless, of course, they are merely passing by rail without stopping in the City.

282. Sergeants and men sent to Headquarters from out-stations will invariably be furnished with a copy of orders and route, stating the purpose for which they are sent, and the stages to be travelled each day, etc.; they must also be provided with a way-bill and an advance for road expenses, if required.

283. When men are sent to Headquarters for transfer to another district or for discharge, their arms kit, etc., must accompany them, or arrangements be made for forwarding their kits with as little delay as possible, and the instructions of Rules 179 and 180 complied with.

HORSES.

284. Each Commissioned Officer of the mounted branch will be required to keep and maintain in serviceable condition such horse or horses as may be from time to time required for the proper discharge of his duties; and each Sergeant and man will likewise be required to keep and maintain in serviceable condition one horse.

285. Horses for recruits will be purchased at Headquarters, and will always, if practicable, be examined by the Veterinary Surgeon, who will certify their soundness, age, and general fitness for the Force before payment is made.

286. Remounts for men at out-stations will be purchased under instructions from the District Officer by the Sergeant or man in charge, who will be held responsible that the horses purchased are up to the Police standard, viz.:—Not under four or over seven years of age; not under 14.2 or over 15.1 inches in height; not light grey or white in colour; and must be stoutly-built, serviceable animals, in good condition.

287. In purchasing remounts at out-stations, when there is no Veterinary Surgeon or competent person to examine them, a Board should be assembled for the purpose of examining and reporting upon the suitability of the remount offered.

288. The maximum price for a horse will be £30, and the man for whom the horse was purchased will be debited with this sum, or any less amount that may be paid, and will have to countersign the receipt for payment given by the seller, in order to show that he is aware of, and is satisfied with, the price paid.

289. Should any man wish to purchase a horse for which a larger sum than £30 is asked, special permission must be obtained, or the man must pay the difference himself, and in case of the horse dying from any cause, £30 will be the maximum compensation allowed, unless in special cases, where a higher purchase price has been sanctioned.

290. There is no objection to men purchasing horses for themselves, provided they are passed as suitable for the Force, and registered at a value to be fixed by a Board or the Veterinary Surgeon, irrespective of the price paid.

291. A register of all the horses belonging to the Force is kept at Headquarters, in which is entered the date of purchase, person from whom purchased, age, height, colour, distinguishing marks, brands, etc.; a full description of any horse purchased at an out-station must, therefore, be at once sent to Headquarters for entry in the "Horse Register."

292. Horses of Indian and Native Policemen shall be passed and valued by a Board. The valuation need not exceed £10, as that is the maximum compensation allowed. Board proceedings and description of the horse must be forwarded to Headquarters for registration.

293. No exchange of horses between members of the Force will be permitted without the express permission of the District Officer, nor will any man be allowed to sell or dispose of his horse for the purpose of obtaining another without having first obtained the approval of the District Officer, who will report to Headquarters any exchange he has sanctioned.

294. Whenever it may be considered necessary to cast a horse on account of age, sickness, or other cause, a report will, in the first instance, be made to the District Officer, who will, if he considers it necessary, authorise the assembly of a Board to examine, take evidence, or report upon the horse. The Board will be composed, as a rule, of one Sergeant as President, and two men as members, and they will in all cases state whether they consider the cause for which they recommend the horse being cast was in any way caused by the neglect or ill-treatment of the owner.

295. The proceedings of the Board, when completed, will be forwarded to the Chief Commissioner for his confirmation by the Officer in charge of the district, with any remarks he may wish to make appended.

296. In case of any serious accident, a Board may be immediately assembled by the Officer, Sergeant, or man in charge of the station, and the horse destroyed at once if recommended by the Board, the proceedings being afterwards forwarded (through the District Officer), to the Chief Commissioner, stating what has been done. In all cases where horses are destroyed the certificate of the man who destroyed the animal must be attached to the proceedings.

297. Police horses suspected of being affected with glanders or farcy must at once be isolated, and a report on the subject forwarded to the District Officer, and, if possible, a Veterinary Surgeon or some experienced person asked to see the horse, and give an opinion of the case; and if there is no doubt about the

disease, a Board should be held, and the animal at once destroyed. At stations in charge of Sergeants or men a certificate recommending the destruction of the horse, signed by two residents in the neighbourhood, should, if possible, be procured and attached to the Board proceedings.

298. Whenever animals suffering from farcy or glanders are destroyed, the carcasses should be interred at a depth of not less than six feet below the surface. The horse brush, rug, or blanket, etc., used on the animal should be destroyed, the stable disinfected, and every precaution taken to prevent the spread of the infection.

299. In the event of a horse meeting with an accident, when on patrol and recovery is impossible, as in the case of a broken leg, the man in charge should not hesitate to destroy the animal at once; but it would be advisable to secure the evidence of one or two of the nearest residents, who might be asked to examine the carcass.

300. If a horse dies, a Board will, in like manner, be assembled to take evidence and report upon the cause of death.

301. Whenever a horse is lost from any station or by men on patrol or duty, and is not recovered within a day or two, notice of the loss, with description, must be sent to Headquarters by the District Officer for publication in the *Gazette*, accompanied by a full report of the circumstances, and stating whether any person is to blame, and a reward will be offered for its recovery. The man or men through whose neglect or carelessness the horse was lost will have to pay all expenses incurred for its recovery, and may have to pay the original cost of the horse, for, except under very exceptional circumstances, no compensation will be allowed from "Remount Fund" if the horse is not recovered, and in no case will such compensation exceed £15.

302. During the time a man is without a horse, one shilling per day will be stopped from his pay, and placed to the credit of the "Remount Fund," until he shall be mounted, or unless he provides a private horse at his own risk, on which he will perform the duties allotted to him.

303. Should a horse be unfit for service in consequence of sore back or other cause, one shilling a day, or any less sum, may be stopped from the pay of the owner, and placed to the credit of the "Remount Fund," until the horse be again fit for duty or another substituted, if the cause of unfitness should be caused in any way by negligence or carelessness upon the part of the owner, or have occurred whilst the horse was being used for private purposes.

304. Cases of sore back or other unfitness for service must be reported at once to the District Officer, and the Sergeant or man forwarding the report should

state whether he considers the sore back or unfitness has been caused by negligence or ill-treatment.

305. Members of the mounted branch of the Force are required to keep horses for the Public Service; they should not, therefore, be used for any other than police purposes, and any losses sustained where horses are being used for private purposes cannot be recognised towards claiming compensation from Government or the "Remount Fund."

306. As a rule, whenever it is practicable, the horses at every station will be turned out to graze during the day from about 8 a.m. till about 4 p.m., but they should never be allowed to run at night where there is a stable, and arrangements must be made by the men themselves for the proper care of the horses whilst grazing, for no compensation will be allowed from the Remount Fund if the horses are lost or stolen. During the sickly season, it is not advisable to turn out the horses until the grass is dry—say about 11 a.m.—and it is better to stable them altogether from the New Year until after the frosts commence, especially on the Coast.

307. The horses of all members of the Force must be distinctly branded with the letters N.P. on both fore feet, and Officers, Sergeants, and men in charge of stations will be careful to see that all the horses are kept properly branded, the brands being renewed when necessary. Individual members of the Force will also be held responsible for the proper branding of their horses, and will render themselves liable to a fine of one shilling for each time they appear on parade or duty with their horses improperly branded, or without the letters N.P.

308. Officers, Sergeants, and men in charge of stations must be careful to see that every horse as well as its rider has a fair share of work, and must not allow some horses to be petted and kept idle, while others are hard worked.

309. It is not necessary, unless in exceptional cases, to shoe horses on the hind feet, but Officers, Sergeants, and men will take care that all horses which require it are kept properly shod on the fore feet, and the shoes moved once a month, and renewed when necessary.

310. Horses may be clipped occasionally on the authority of the District Officer, who will not, however, grant permission unless warm clothing is provided, for it is not advisable to clip horses which are liable to be hobbled or picketted out at night in all weathers, except for mange, or some other very good reason.

311. If men are unfit for duty from sickness or any other cause for any considerable time, their horses shall be considered at the public service for the time being, and such stoppages as are absolutely

necessary shall be made from their pay for forage and the due care of their horses.

312. At every station one or more horses should be kept in the stable in case of emergency, the owners being warned to hold themselves in readiness to turn out if required, for it is not desirable or expedient to take a man's horse to mount another man for duty; and this must never be done if it can possibly be avoided, for men get attached to their horses, and naturally do not like to have them ridden by others without their permission. Should the exigencies of the service demand it, however, a man's horse may be taken to mount another man.

313. The daily ration for horses when they are turned out to graze during the day should be divided into three feeds, the first to be given after evening stables, about 5 p.m., the second at 9 p.m., and the third at daylight. The feed at 9 p.m. should always be forage, or, if no forage is procurable, the manger should, if possible, be filled with hay or grass to give the horses something to munch at until daylight.

314. The watering of horses being an important matter, care must be taken that all stabled horses are watered at frequent intervals, and the horses turned out to graze must have free access to water during the day, and be driven down to water the last thing in the afternoon, before being brought up to stables.

HOSPITAL.

315. While undergoing treatment in any Hospital, European members of the Force must conform to the rules of the Institution, and will be liable to punishment for any breach thereof.

316. A stoppage of 2s. per diem will be made from the pay of European members of the Force while undergoing treatment in a public Hospital. A deduction of 6d. per diem will be made from the pay of Indians and Natives.

IMPRISONMENT.

317. During the time any Policeman shall be imprisoned, the whole of his pay, except that required for rations and the keep of his horse, or for liquidation of any corps debts, shall be stopped and paid into the Superannuation Fund.

318. Whenever an Officer sentences a policeman to imprisonment under these regulations, the proceedings, with all evidence in the case in writing, must be immediately forwarded to the Chief Commissioner for his confirmation.

319. Any sentence of imprisonment inflicted upon a policeman by a Board of Officers, Magistrate, or Officer of the Force, or other authority, carries with it reduction to the second class if the man is a first-class man; immediately, therefore, that a man is sentenced to imprisonment, his name must be published in orders as reduced to the second class. But men reduced to second class by an Officer of the Force must be reduced provisionally, that is, subject to the consent of the Chief Commissioner, and not until after the sentence is confirmed will the man's reduction be published in orders, though it will date from the day of provisional sentence.

320. A fine inflicted by a Magistrate or Higher Court, with an alternative of imprisonment, will have the same effect as regards reduction to second class as if imprisonment had been inflicted, unless a special recommendation is made that the man be not reduced.

INDIAN AND NATIVE POLICE.

321. Indian and Native Police must not be employed in any menial capacity by the European Police, and any infringement of this rule will be severely dealt with; but may be employed to look after pack horses and pack saddles, and will be responsible that their huts and surroundings are always kept clean and tidy.

322. The laws in force, and these Regulations, where they apply to the Indian and Native Police, must be interpreted from time to time to them in the presence of the District Officer.

323. The Sections of these Rules and Regulations affecting Indian and Native Police should be clearly explained to them, and they should not be allowed to undertake any Police duty until this has been done.

324. A Native Policeman should, if possible, be removed from a district in which his tribe is located, and he should not be sent on patrol in the neighbourhood in which his relatives reside.

325. Indian and Native Policemen will take their turn of duty at the Magistrates' Courts, but no man will be detailed permanently for duty at the Magistracy, and all Policemen on duty will be careful to see that Indians and Natives have free access to the Court, and that no blackmail is levied on them.

326. In any case of serious crime, the work of detection should not be left entirely in the hands of the Indian and Native Police, but one or two Europeans should be despatched to the scene to support them, and assist in working up the case. The Europeans should give directions as to the evidence to be produced at the Magistrate's Court, and should so expedite matters that there may be no delay in bringing prisoners to trial.

327. Each Indian and Native Policeman should understand that he may be required at any time to put aside his uniform for purposes of detective work, and he should be led to hope for reward and promotion by zeal and ability.

328. The Indians and Natives will be supplied with arm badges, on which will be shown the letter of the District, and the number of the wearer. On discharge from the Force, these badges must be returned to store.

329. The ponies of the mounted Indians and Natives should not be overworked, and every encouragement should be given to the men to keep them in good condition, but in the event of a pony being unfit for work in consequence of ill-treatment or neglect on the part of the owner, such Indian or Native shall be employed on dismounted duty until the animal is again fit for service, and the circumstances reported to the District Officer, who may order the disallowance of the extra remuneration of 15s. per month paid to mounted men.

330. In the event of a pony dying or being lost, the owner shall be employed on dismounted duty, and will not receive the extra remuneration until he is again mounted, or the pony is recovered or replaced.

331. Where required, one or two Indian or Native Policemen may be told off to sleep in the Court House at a Magistracy, but all other men must occupy quarters at the Police Station.

332. Indian and Native Police may be specially enlisted for a period of six months, but, if possible, they should be induced to join for a period of three years, and upon discharge each Indian and Native will receive a discharge certificate filled in and signed by the District Officer, which must be produced if he applies to rejoin. Also, when a Native serves as substitute for another Native Policeman, for any period, he must be sworn in to the Force, i.e., sign an agreement in the usual way.

KIT INSPECTION.

333. Officers, Sergeants, or men in command of stations and on the Reserve Force, will be held responsible that the kits of the men are complete, and an inspection of the same will be held weekly if possible. A minute inspection will be held by the District Officer on his monthly visit at all stations.

334. Any man who produces at inspection clothing or necessaries not his own, and not in accordance with regulation pattern, will be liable to punishment, and men are forbidden to lend articles to their comrades to wear or show at inspections.

LIBRARIES.

335. With the exception of gaolers, warders, and convict guards, and members of the Water and Railway Police and C.I.D., living out of barracks, a monthly subscription of 1s. 6d. for Sergeants and 1s. for men will be paid by members of the Force at Headquarters and out-stations for the establishment of libraries and the supply of books, periodicals, papers, games, etc., which will be apportioned to all stations as far as the funds will admit. The subscription for Officers will be one guinea per annum each.

336. Books will be changed from time to time upon the application of the Sergeant or man in charge of a station, who will be held responsible for the due care of the books, and any which are lost or damaged, except by fair wear and tear, will have to be paid for by the men causing the loss or damage.

337. Where there is a local library in any District, a limited subscription will be paid to the institution out of library funds, if the men wish, instead of their being supplied with books from Headquarters.

MAGISTRATES.

338. At all Magistracies a sufficient number of European, Indian and Native Police should be detailed daily to attend the Court to execute summonses, warrants, executions, arrests, etc., and men must also attend Branch Courts if required.

339. All requisitions, orders, or instructions received from Magistrates, or other properly appointed Government Officers, must be complied with. Such orders or requisitions should be given through the Officer, Sergeant, or man in charge of the District or Station; and a copy of any order or requisition received, with a report of the procedure thereon, should, unless it is a matter of ordinary duty, be forwarded to the District Officer, who will, if necessary, bring the matter to the notice of the Chief Commissioner.

340. Men on duty at Court should be present at the hearing of every case, for they are thus able to become acquainted with the crime that is perpetrated in their District, and they may frequently gather much valuable information to guide them in the future.

341. Men on duty at the Court should always carry a revolver and ammunition.

342. The relations of Police Officers towards Magistrates are fully defined in Circular No. 28 of 1895, but there is a clear line of demarcation, viz., the separation of the judicial functions of the Magistrate from the executive Police functions of the District Officer.

MARRIAGES.

343. Any Policeman who marries clandestinely, or without permission, will be liable to instant dismissal.

344. Permission may be granted to first class Sergeants and to Sergeants drawing pay equal to that of a first class Sergeant, and where no quarters are provided, such Sergeant may be granted 2s. per diem lodging allowance.

MEDALS.

345. Medals will be worn on all occasions when full dress is worn—ribbons on all other occasions.

346. Miniature medals will be worn by Officers only, when in mess uniform.

MEDICAL ATTENDANCE.

347. Members of the Force are entitled to the free medical attendance of the District Surgeon of the District in which they are quartered, but must pay for all medicines supplied to them.

Should they consult any other practitioner, they must pay his fee, unless in cases of accident or serious illness, where the services of the District Surgeon are not available, or a second opinion is requisite.

*MESSES.

348. Messes must be established at every station, and on no consideration will any exception be made to this rule, or men allowed to provide for themselves out of mess, for it is evident that the establishment of messes at the various stations is advantageous to the men in providing them with comfortable meals at moderate cost, and in enabling men from other stations, who may be passing on duty, to obtain their meals without having to resort to hotels.

349. The Sergeant, or man in charge, will give all orders to tradesmen, etc., for supplies, and will be held responsible that all bills are collected by the end of each month; he will also see that the messes are properly conducted, and regularity, cleanliness, and proper costume and behaviour at meals are strictly observed, and that the food is sufficient and of good quality, but he will not otherwise interfere with the management, which must, as far as possible, be left to the men themselves.

* Note.—The above rules, regarding messes, do not apply to the Railway Police, Gaolers, Warders, or married members of the Force living out of barracks.

350. Every encouragement should be given to the men to make their mess as comfortable as possible, consistent with economy; 2s. 6d. a day should be the maximum rate for messing, but, if possible, it should be less.

NATIVE SERVANTS.

351. Every Sergeant in charge of a station may keep a private Native servant to look after his horse, and one Native may be employed as cook, and one to herd and cut bedding for the horses, etc., but no other Natives are to be employed without special permission, and Sergeants and men will be held responsible that this rule is strictly enforced.

352. When a Native is kept as herd boy, his pay must be drawn through the mess account, and not through forage.

NEWSPAPERS.

353. No member of the Force shall give any information whatever to persons connected with the Press relative to duties to be performed, or orders received, or communicate in any manner with the editors or reporters of newspapers on Police matters, without the consent of the Chief Commissioner.

NOTE BOOKS.

354. Every European member of the Force must supply himself with a note book for the purpose of taking notes, etc., in any case which may afterwards be brought before a Court, or any particular circumstances, but great care must be taken in making notes on cases, for, if submitted as evidence, the whole book and notes are subject to the scrutiny of the Court.

355. Notes, to be of value, must be taken at the time, or very shortly after the occurrence noted took place.

NOTICE BOARDS.

356. A notice board must be placed in the mess room at every station, upon which board all general orders and circulars, description of criminals, deserters, lost stock, etc., must be posted for the information of the men, and the names and residences of all J.P.'s in the District will be shown thereon.

OFFICERS (DUTIES OF)

CHIEF COMMISSIONER.

357. The Chief Commissioner will command, superintend, and be responsible for the whole Force. He will, from time to time, issue such instructions as may be found expedient for its general efficiency, distribution, strength, etc., and will furnish periodical reports of the distribution of the Force and its efficiency, and of the state of crime, etc., throughout the Colony, for the information of the Government.

358. He shall hold an annual conference of all the Police Officers, for the discussion of matters affecting the Force, and will furnish to the Minister in charge of the Department any recommendations they may wish to make.

359. The Chief Commissioner and Assistant Commissioners will keep a record of all inspections of Police Stations and Gaols.

ASSISTANT COMMISSIONERS.

360. The Assistant Commissioners, in order of seniority, hold rank next to the Chief Commissioner, in whose absence from the Colony for any extended period, the senior will act as Chief Commissioner.

ADJUTANT.

361. The Adjutant will supervise and be responsible for the drill, riding, shooting, and instruction of the recruits and men at Headquarters; he will satisfy himself, before any man is finally approved for the Force, that he is qualified to discharge the duties of a Policeman, and all personal applications for enlistment must be made to him in the first instance, and approved by him.

PAYMASTER.

362. The Paymaster will be the Accounting Officer of the Department; he will prepare annually his estimate of the sums required to pay and maintain the Force for the next financial year. He will keep such books and accounts as are laid down in the Financial Regulations of the Colony, with which he will in all details comply.

He will pay Government accounts from the votes provided for these purposes.

He will keep the accounts of each man's equipment, and of the Police Funds, of which he will be Treasurer.

He will prepare balance sheets of the Police Funds, which will be published for general information.

He will examine and audit all District and other Officers' cash accounts, and, when necessary, shall

make visits at uncertain times to test their correctness.

He will report to the Chief Commissioner any exceptional or unprovided expenditure that may occur, or any irregularities arising in any accounts.

QUARTERMASTER.

363. The Quartermaster will manage and be responsible for all stores and Government property committed to his charge.

He will, from time to time, give orders for such stores as are required to equip and maintain the equipment of all members and branches of the Force, but with due regard to the funds available to purchase such stores.

On receipt of any stores, a Board will be held to pass them as suitable for service, and to fix the prices of issue; these proceedings the Quartermaster will sign to express his approval and consent, and submit to the Chief Commissioner for confirmation.

He will keep such books as are required to conduct the duties of his office, namely, stock book, issue book, equipment book, order book, arms register, invoice books, and such ledgers as may be required by the Audit Office.

He will check and retain the station and district equipment returns, satisfy himself of their correctness, and report any irregularities to the Chief Commissioner.

He will make all local purchases by means of orders, signed by him. He will render to the Accounting Officer a monthly return of the receipts and issues of stores, showing the balance of stock in hand, etc., and any other returns that may be required by the Audit Officer.

He will conduct all arrangements relating to the messing at Headquarters. He will, before issuing any article of clothing, stamp it with N.P. and the corps number of the man to whom it is issued. Indian and Native clothing he will stamp N.N.P.

He will receive back into store condemned clothing, and deal with it as directed from time to time.

INSPECTORS AND SUB-INSPECTORS.

364. Inspectors and Sub-Inspectors will be held responsible to the Chief Commissioner for the efficiency and discipline of the men in their Districts. They will visit the gaols and out stations in their Districts at uncertain times, and will see that they are clean and in proper order, the books correctly kept, the horses, arms, saddlery, clothing, equipment, etc., complete and in good order.

365. They must be punctual and regular in their attendance at all duties and parades, etc., and when on duty must invariably wear uniform, and never appear in plain clothes and uniform mixed; they

should remember that if they neglect or slur over duty, the men cannot be expected to respect them or obey their orders with alacrity.

366. They will be expected to make themselves thoroughly acquainted with their Districts, and should know all the roads, by-paths, farms, locations, and, as far as possible, all the European inhabitants and Native Chiefs.

367. They will use every means in their power to instruct the men in their duties, drill, etc. They will take care that all orders are carefully read and explained to the men. They will see that a proper system of patrolling is carried out by both European, Indian, and Native Police, so that the whole District may be efficiently watched. They will communicate personally and frequently with the Magistrates, and will carry out all their lawful orders, and will act in conjunction with them for the preservation of peace and for the prevention of crime within their Districts. Due deference and respect towards the Magistrates must be inculcated on all grades of the Police.

368. On receiving the weekly reports from the stations in their Districts, Officers will compile a monthly report for the Chief Commissioner, in which they will give a summary of the work done at each station, noting all crimes committed in their District, and what steps have been taken thereon, mentioning the names of sergeants or men deserving of praise or censure, if necessary, and also any suggestion regarding Police work, stations, gaols, clothing, food, forage, etc., or any matter connected with their Districts or the Force generally.

369. Police Officers should attend Magistrates' and other Courts to watch the progress of cases in which the Police are interested, and shall, when appointed by the Attorney-General, prosecute in the Courts of Magistrates, and attend preliminary examinations.

370. The general maintenance of peace and the prevention of crime will, under the supervision of the Magistrate, in a great measure devolve on the District Officer, who may concentrate the men under his command in any emergency; but in the case of a serious breach of the peace, it would be advisable for an Officer to place himself under the guidance of a Magistrate, if possible; if a Magistrate be not within reach, the Officer must use his own discretion, bearing in mind how deeply responsible his position is when coming into conflict with the Native race. Any movement of men ordered should be immediately notified to the Chief Commissioner, whose approval should be first obtained where time permits, but District Officers may change the stations of men in their own Districts as may seem advisable in accordance with Rule 558.

371. All reports or communications which Officers of the Force may wish to make to Government, or to the Heads of Departments, other than the Magistrates,

must be made through the Chief Commissioner, and to him Officers must look for advice or assistance in any difficulty.

SURGEON.

372. The Surgeon will attend any members of the Force living in Pietermaritzburg, where he will be stationed, but he may be ordered to any part of the Colony for special or temporary duty. He will visit the Police Hospital, and will examine all recruits for enlistment and all men for re-engagement at Headquarters.

VETERINARY SURGEON.

373. The Veterinary Surgeon will be stationed at Headquarters, but may at any time be ordered to the Reserve or any station. He will, as far as possible, inspect and purchase remounts for the Force, and will, on completing any purchase, sign a certificate vouching for the soundness and suitability of the horse for the Force.

He will attach, when possible, his remarks on any Board proceedings held on horses for any causes.

He will frequently inspect the horses at his station, and will order such treatment in cases of disorder as he considers necessary, or will himself apply the necessary treatment.

At Headquarters he will report to the Adjutant; at other stations, to the Officer in charge—his remarks and diagnoses of all cases needing treatment.

GOVERNORS OF GAOLS.

374. Governors of the Central Gaols will be held responsible for the discipline and efficiency of the Warders, Convict Guards, etc., under their command, and for the discipline and good order of the Gaols under the Gaol Regulations. They will furnish a monthly report, and a daily distribution statement to the Chief Commissioner.

SUPERINTENDENTS OF WATER POLICE AND RAILWAY POLICE.

375. The Superintendents of Water Police and Railway Police will be held responsible for the discipline and efficiency of the men under their command, will furnish a monthly report to the Chief Commissioner, and keep such books as are laid down in Appendix C of these Regulations.

OFFICERS (SUSPENSION AND DISMISSAL OF).

376. If any Commissioned Officer shall, in the opinion of the Chief Commissioner, have been guilty of an act or omission which justifies suspension, or is

reported to have been guilty of dishonourable conduct, or be addicted to excessive use of intoxicants or stupefying drugs, or shall appear to be unfit for his office, such Officer may be suspended by the Chief Commissioner.

377. The Chief Commissioner shall, as soon as may be, after suspending an Officer, convene a Board of Officers to consider the charges which he may prefer against such Officer. The Board shall consist of three Commissioned Officers holding the rank of Inspector, and, as far as may be practicable, senior to the Officer charged.

378. The Board shall take and record all such evidence as they consider necessary, and shall hear the Officer in his defence. The Officer shall have the right to attend the taking of evidence, and may cross-examine any witnesses.

379. The President of the Board shall forward the proceedings to the Chief Commissioner, with a report of the Board's finding upon the charges.

The Chief Commissioner may at any time remit the case to the Board for further enquiry or report.

380. The Chief Commissioner, after considering the evidence and the report of the Board, shall forward the same to the Minister of Justice with his recommendation.

381. If, by reason of the seniority of an Officer charged, or for any other sufficient reason, the Chief Commissioner considers it undesirable that the charges should be investigated by a Board, he shall report the circumstances to the Minister, who may direct the enquiry to be made in such manner as he shall determine.

The report of any Board or person by whom such enquiry is made shall be forwarded by the Chief Commissioner to the Minister, in the manner provided in regard to the proceedings of a Board of Officers.

382. The Minister may either direct that the Officer be reinstated, or that he be dismissed; or that he be called upon to resign as an alternative to dismissal.

383. During his suspension, an Officer's salary shall be withheld, unless the Chief Commissioner shall specially direct that any part of it, not exceeding one-half, be paid to him.

If the Officer is reinstated, the salary withheld during suspension shall be paid to him, but, if he is dismissed or called upon to resign, all salary, except such as may have been specially allowed as aforesaid, shall cease as from the date of suspension.

384. If any Officer be convicted of any serious crime or infamous offence, he shall be summarily dismissed, and if he become bankrupt, or apply to take the benefit of any Act now or hereafter in force for the relief of insolvent debtors, or make an assignment for the benefit of his creditors, he shall be deemed to have

forfeited his office: Provided, however, that if such Officer prove to the satisfaction of the Chief Commissioner that his pecuniary embarrassment has not been caused or attended by any fraud, extravagance, or dishonourable conduct, the Chief Commissioner may reinstate such Officer.

385. An Officer acquitted on a criminal charge is not thereby rendered exempt from suspension on account of his conduct in the matter, and the usual proceedings for suspension may be taken notwithstanding such acquittal.

386. These rules (376 to 385) shall not apply to an Officer who is a member of the Civil Service of the Colony.

ORDERLIES.

387. Men will be detailed to act as Orderlies to the Governor, Minister, or Magistrates, as required, by permission of the Chief Commissioner. These men will obey the instructions of those to whomsoever they are temporarily attached, but will in no way cease to be subject to the ordinary Police discipline and Police Officers.

ORDERS

388. All orders and directions issued from time to time by the Chief Commissioner, or by Officers of the Force, shall be duly, faithfully, and properly obeyed and observed by all ranks.

389. Orders on Tradesmen, etc.—Sergeants and men in charge of stations should be careful not to give men under their command indiscriminate orders on tradesmen and others, but should exercise great discretion in any orders they give, and note them carefully for recovery from the men at the end of each month, for they will be held responsible for the due payment of debts incurred with their sanction; and, if complaints are made of the non-payment of such debts, they will be surcharged with them; and on no account or under any pretence whatever must an order for liquor be given.

OUT-STATIONS.

390. The same books shall be kept and the same returns sent in from out-stations as directed in Appendix C, and the Sergeant or man in charge will correspond with the Officer in charge of the District, sending in a weekly report to him of all duties, patrols, etc., and reporting any unusual occurrence at once.

391. Every man in the Force must be given an opportunity of learning the method of keeping books

and making out returns, as the charge of a station may at any time devolve upon him.

392. Sergeants or men in charge of out-stations will be held responsible that no relaxation of discipline takes place at the stations under their charge, but that every case of misconduct on the part of any of the men is at once reported to the Officer of the District.

393. Sergeants or men relieving one another in charge of stations, or upon first arrival, will at once report their arrival to the Officer in charge of the District, either personally or in writing.

394. Members of the Force should remember that they are placed at these small stations for the general prevention and detection of crime in the district, more especially in cases of stock thefts, and they must be ever on the alert, and exert themselves to the utmost to trace stolen stock and detect and arrest the thieves.

395. If lost or stolen stock is not recovered within a reasonable time, a special report showing the action taken by the Police is to be forwarded by the N.C.O. or man in charge of the case to the District Officer.

A copy of this report must be retained at the Station for the information of the complainant.

396. The Sergeant or man in charge of a station will be held responsible that men proceeding on duty turn out clean, properly equipped, and dressed in uniform.

PACK-HORSES.

397. Pack-horses and pack-saddles are provided by the Government for the use of the force, and are distributed proportionately at every station where required for the comfort and convenience of the men upon patrol, etc., accounts for the keep of the horses being forwarded on vouchers by the District Officer to the Paymaster each month. It is in the interest of every man in the Force to see that the pack-horses are not abused or overloaded, and the Sergeants and men in charge of stations must take care that they are properly fed and looked after.

398. The load for a pack-horse should not exceed 150lbs., without pack-saddle.

399. Pack-horses must not be used by dismounted men, or for any other than their legitimate use as packs, without special permission from the Officer in charge of the District.

PATROLS.

400. The duties of a district cannot be performed efficiently without the establishment of a proper system of patrolling. Constant patrols must, therefore, be

sent out from each station, and too much importance cannot be attached to an effective system of patrolling, especially in districts in which frequent thefts of stock are reported. The details of patrolling must be left, in a great measure, to the zeal, intelligence, and tact of the men employed, but the following rules will be adhered to:—

401. At out-stations a patrol may consist of two men only—Europeans, Indians, or Natives, or one of each—but a man should not be sent on duty alone if it can be avoided.

402. Patrols should, if possible, take a pack-horse to carry patrol tents, rations, etc. In wet weather patrol tents are almost a necessity, but during the dry season, when there is little fear of rain, they need not be taken, for the men can bivouac without any danger to health.

403. The duration of patrols must, of course, depend upon the number of the men upon the station and the size of the district to be patrolled, but a certain amount of latitude should be allowed as to the direction to be travelled, and the system of following a fixed route should be avoided, as by this means many portions of a district may remain unvisited. The man in charge should receive instructions, in writing, as to the general direction and object of the patrol.

404. The Sergeant or man in charge of a station will be careful to see that the men proceeding on patrol are provided with rations sufficient to last them during the patrol, or that they have an advance for the purchase of supplies, and that the equipment, reims, knee-halters, etc., are complete and serviceable; and the man in charge of the patrol will be held responsible that all supplies, such as meat, fowls, eggs, milk, mealies, etc., obtained from natives for the use of the patrol are promptly paid for; and he will account for the expenditure of the advance in the usual way, on the return of the patrol.

405. Every European Policeman on patrol will carry a pair of handcuffs and a note-book containing the description of criminals, lost stock, etc., copied from the notice board at the station, and the man in charge will be furnished with a patrol book, which must be properly filled in. Native and Indian Police must also carry handcuffs.

406. Patrols will visit all farms during the day time and enquire if there are any complaints, carefully noting in writing in the patrol book the nature and particulars of every complaint made, and obtain the complainant's signature. In all cases where a farm is found untenanted the fact must be noted in the patrol book, in order to show that the farm has been visited.

407. Men on patrol inspecting hut and dog licenses must personally visit every kraal, if practicable, and count the huts and dogs to see that they correspond

with the numbers stated in the license tickets, and must not send for the head men of kraals to come to the patrol camp to have their tickets examined.

408. Should any cases of theft or other crime be reported, the patrol will endeavour to work it out, and despatch a man to the nearest Police Station for assistance, if necessary; much must, however, be left to the discretion and judgment of the man in charge of the patrol, who will be held responsible for the satisfactory performance of the duty entrusted to him.

409. Where farmers report loss of stock, men should note the brands and description of missing animals, and make enquiries at the farms and kraals near which the patrol may pass. The description should be sent as soon as possible to the District Officer, and to the C.I.D., in Pietermaritzburg.

410. Patrols are to camp or bivouac at night, and not to sleep in houses unless through stress of weather, and no demand should be made on farmers or other residents for food or shelter, except in cases of urgent necessity or bad weather; and when any such aid is required, it should be respectfully solicited, and full particulars noted in the report sent in by the man in charge on the return of the patrol.

411. The camping ground or bivouac should be in the neighbourhood of some frequented drift or foot-path, and all Natives who may pass with stock of any description must be stopped and questioned.

412. Patrols are on no account to stop at, or hang about, hotels and canteens, and any infringement of this rule will be severely punished.

413. Patrols will, when practicable, inform the farmer upon whose farm they wish to encamp for the night, and where they propose forming their camp, and request his permission to do so.

414. Horses should be ridden at a walk when on patrol, and should be off-saddled about every two or three hours. The man in charge should also see that they are duly fed when forage and mealies are procurable, and are allowed a sufficient time to graze.

415. On the return of a patrol, the man in charge will hand in his patrol form, properly filled in, together with a more detailed report, in writing, of the farms visited, duties performed, etc., which report must be entered in full in the Station Diary, and all complaints made to the patrol must be reported to the District Officer at once in order that further action may be taken if he thinks necessary, but the men must bear in mind that it is their duty to detect crime if possible.

416. Patrols should use every precaution to prevent grass fires by not camping in long grass, and should extinguish their fires before leaving a camping place.

417. Patrolling must not be suspended at any time or on any account whatever, without the sanction of the District Officer, who will report the circumstance to the Chief Commissioner.

418. Night patrols should be sent out from time to time—European, Indian or Native—especially in districts where crime is rife.

419. When necessary it shall be lawful for the District Officer to order out patrols on foot; such patrols shall be of whatever duration circumstances may require.

420. Indian and Native Police should be constantly employed in patrolling, and should return at frequent intervals to report to the Sergeant or man in charge of the station, who will enter their reports in the diary.

PAY.

421. The pay of members of the Force is issued monthly, in arrear, subject to deduction for horse, clothing, equipment, messing, forage, advances, remount, superannuation and library funds, or other expenses incurred in their behalf.

422. The pay of members of the Force will cover all expenses, with the exception of the erection and repairs to barracks, supply of barrack furniture, arms, ammunition, accoutrements, tents, transport, and stationery, or any travelling or other expenses specially allowed.

423. A recruit, after being finally sworn in, is posted to the second class, and receives pay at the rate of 7s. a day for the first year; and after one year's service, if well behaved, clear of entry in his defaulter sheet, and recommended by the Officer under whom he is serving, he is promoted to the first class, and receives an extra 1s. a day. First class men, however, are liable at any time to be disrated to the second class for misconduct, by order of the Chief Commissioner.

424. The rates of pay for European members of the Force will be as follows, subject to such reductions or alterations as may from time to time be decided upon by the Government:—

Chief Commissioner—£1,000 per annum.

Assistant Commissioner—£600 to £700 per annum, rising by annual increments of £25.

Inspectors—£450 a year on appointment, rising to £550 by annual increments of £25.

Sub-Inspectors—£300 a year on appointment, rising to £400 by annual increments of £25.

The Paymaster, Assistant Paymaster, Quartermaster, Adjutant, Criminal Investigation Officer, Surgeon, Governors of Central Gaols, Veterinary Surgeon, and Superintendents will draw the pay of their rank. Governors of Central Gaols who are provided with free quarters, will have £50 per annum deducted from their salaries.

MOUNTED BRANCH.

Sergeant-Major—11s. per diem.
 First class Sergeant—10s. per diem.
 Second class Sergeant—9s. per diem.
 Lance Sergeant and First class Man—8s. per diem.
 Second class Man—7s. per diem.

C.I.D.

First class Sergeant—£20 per month.
 Second class Sergeant—£18 per month.
 First class Detective—£16 10s. per month.
 Second class Detective—£15 per month.

DISMOUNTED BRANCH.

Sergeants, Sergeant Warders, and Men of Dismounted Branch, *i.e.*, Water Police, Railway Police, Town Police, Warders, and Convict Guards—1s. per diem less than pay of Mounted Branch.

GAOLERS.

Fourth class—8s. 6d. a day.
 Third class—9s. 6d. a day.
 Second class—10s. 6d. a day.
 Chief Warders and Chief Convict Guards same as First class Sergeants:

Provided that the rights of Messengers, Gaolers, Warders, Convict Guards, and Water Police, serving prior to the Police Act (No. 1 of 1894) coming into force, are not prejudiced by these rules, and members of the Force (except Officers) who are not provided with quarters, or receiving lodging allowance, will receive 2s. a day in lieu thereof.

Extra pay on re-engagement for all branches of the Force except Officers and Gaolers, is granted as follows:

After three years' service—1s. a day.

After six years' service—1s. 6d. a day.

Extra pay is given to Officers and men serving on the Reserve Force when employed on active service or away from Headquarters and under canvas, to cover extra wear and tear of uniform, as follows:—

Officers—10s. a day.

Sergeants and Lance Sergeants—1s. 6d. a day.

Troopers—1s. a day.

Extra pay is given to clerks serving in the offices at Headquarters, and Criminal Investigation Office, as follows:—

On appointment—6d. per diem.

After one year's continuous service in any office or offices—1s. a day.

425. The wives of Gaolers at Country Gaols receive a retaining fee of £20 per annum for their services as matrons to the Gaols.

426. The rates of pay for Indian Police are as follows, subject to such reductions or alterations as may from time to time be decided upon by the Government:—

Sergeants—2s. 3d. a day.

Constables—2s. a day.

Indian Detectives—£5 per month.

*Extra pay on re-engagement—5s. per month after three years' service; 7s. 6d. a month after six years' service.

They receive no rations or ration allowance, and will pay 6d. a month to the Superannuation Fund.

When unprovided with quarters they may be granted an allowance in lieu thereof not exceeding 7s. 6d. a month.

Indian Warders and Convict Guards receive the same rate of pay and extra pay as Indian Police unless they are provided with rations, when they receive 10s. per month less.

427. The rates of Native pay shall be decided upon from time to time by the Minister in charge.

Extra pay on re-engagement—2s. 6d. a month after three years' service; 5s. a month after six years' service.

6d. per month will be deducted from the pay of all Native Police for the Superannuation Fund.

Natives enlisting for less than three years receive 2s. 6d. a month less than the fixed rate, and men enlisted for six months and under receive 5s. less.

Mounted Natives receive 15s. a month extra pay.

Natives acting as substitutes for Native Policemen on leave receive the same pay as the person for whom they are acting, less re-engaged pay.

428. The District Officer or Governor of a Gaol will furnish the Paymaster with a Pay List on the 25th of each month, showing the rank, name, and amount of pay to be drawn for themselves and every member of the Force under their command.

429. The Paymaster will forward the pay sheets to District Officers and Governors of Gaols, Superintendents, etc., after making deductions from the men's pay of the amounts due by them to the Police funds, equipment debt, Headquarters' mess and forage, etc.,

*Note.—In calculating broken periods, each half-crown of monthly salary shall be reckoned as equalling 1d. per diem.

the total of the balance of pay remaining being paid by cheque to the Officer.

430. Officers will take immediate steps to pay the men by cheque, first deducting from them the amounts due by them for messing, forage, and other accounts.

431. As soon as each man has signed the pay lists, and all the accounts are duly receipted, they must be returned to the Paymaster without delay.

432. The Governors of Central Gaols and Superintendents of Water and Railway Police will give each man a cheque for his pay, i.e., for the sum shown on the pay lists, as being the amount due to him.

433. Native and Indian Police must be paid in cash, and the person under whose immediate control they act should make the payments to them in the presence of another person, who should sign the pay sheets as witness to payment.

434. Should any member of the Force query or refuse to sign the pay sheet, the reason for his declining shall be immediately taken in writing by the Officer, Sergeant, or man in charge, and transmitted to the Paymaster through the District or other Officer, and the Paymaster shall investigate the matter without delay, and any member of the Force who wilfully defaces any pay sheet, or refuses to sign it without just or reasonable grounds, shall be liable to be tried and punished.

435. No notes or remarks of any kind whatever are to be made on the pay lists, and, to avoid mistakes, District Officers must show the correctness of their pay lists by proving the totals of the stoppages and net pay to agree with the totals of gross pay.

436. Every Policeman, who may, to the satisfaction of the Board of Examiners, be shown to possess efficiency in any of the following subjects, will be granted increased pay at the undermentioned rates :—

	1st Class.		2nd Class.		3rd Class.	
	Per diem.		Per diem.		Per diem.	
	s.	d.	s.	d.	s.	d.
Dutch	3	0	2	0	1	0
Zulu	3	0	2	0	1	0
Hindustanee or Tamil... ..	3	0	2	0	1	0
Telegraphy	1	0	0	6		
Finger Print Classification	1	0				
Typewriting	0	6				
Shorthand	0	6				
Signalling	0	6				

Allowances for the last five subjects will only be granted during the time on which a man is actually employed in that occupation.

Extra pay will only be claimable for one subject, but half of the extra pay for a second subject may be allowed.

Officers, on first appointment to a Commission, will cease to draw any of the above allowances.

437. Before a man passes from second to first class in languages, he must satisfy the Board of Examiners that he has a good knowledge of Statute Law and Police duties, and be able to take depositions with facility.

438. One shilling a day extra pay is allowed to men permanently employed as Orderlies at Government House and Chief Commissioner's Office, and to members of the Force appointed Messengers of Magistrates' Courts, and whose names have been published as so appointed, either in the *Government Gazette* or Headquarters' Orders.

PLAIN CLOTHES.

439. Men may be employed in plain clothes at the discretion of the Officer in charge of the District, or the Sergeant or man in charge of a station, if the detection or apprehension of offenders is likely to be facilitated thereby.

440. No general permission to wear plain clothes must be given, for members of the Force should at all times appear in uniform, unless they receive special permission from the Officer or Sergeant in charge to wear plain clothes when proceeding on pass or leave; and the habitual wearing of mufti by Sergeants and men is prohibited.

441. Except for very urgent reasons, permission to wear plain clothes during the daytime should be withheld, and Sergeants should set the men an example in this respect.

POLICE FUNDS.

442. The following funds have been formed for the service of men in the Force :—

Canteen Fund. (See Appendix G.)
 Game Fund.
 Library Fund.
 Remount Fund.
 Superannuation Fund.
 Profit and Loss Account.

The funds are each described under its own heading, and members on leaving forfeit all claim to participation in any except the Superannuation Fund, as provided by the regulations of the fund.

443. A Committee, consisting of one Assistant Commissioner, and two other Officers, shall be nominated by the Chief Commissioner to administer the Police "Funds" Accounts, and shall be known as the Financial Committee.

444. The Committee shall meet at least once in each month to pass accounts in connection with the

- (a) Canteen Fund.
- (b) Games Fund.
- (c) Library Fund.
- (d) Remount Fund.
- (e) Profit and Loss Fund.

No account shall be paid from any of the above Funds until authorised by the Committee.

445. The Committee will exercise control over the adjustment of the Profit and Loss in the Quartermasters' Store, and will sit as a Board on condemned Stores in that Department.

446. All other payments from the Profit and Loss Fund shall be subject to the authority of the Minister in charge of the Police Department, previously obtained, on the recommendation of the Chief Commissioner of Police.

In cases of urgency, the Chief Commissioner may authorise payments from the Fund, but should immediately report the same to the Minister for his covering sanction.

447. Under no circumstances shall anything in the nature of an advance to any person be made from the Funds Account.

448. Accounts chargeable to any particular fund shall be paid from that fund, and from no other.

449. The Officer holding the post of Paymaster, Natal Police, for the time being, shall be, *ex officio*, the Accountant of the Police Funds Accounts.

450. All payments from the Fund shall be made by cheque, and all stoppages shall be paid into the Funds.

Monies accruing to the Funds shall be lodged in the Natal Bank, in an account set apart for that purpose. This account shall be operated upon by the Chairman and Accountant conjointly.

451. The books and accounts of the Fund shall be submitted to periodical audit.

452. The accounts of the "Remount," "Library," "Profit and Loss," and any other Funds common to the whole Force, shall be printed yearly, with the Auditor's certificate, and shall be published in Police Orders, or in some other convenient manner, for the information of members of the Force.

453. The accounts of the "Canteen," "Games," "Sergeants' Mess," and any other Headquarters' Funds shall be displayed in some conspicuous place at Headquarters, annually, with the Auditor's certificate.

454. No additions or alterations shall be made to these Rules, except with the previous consent of the Ministerial Head of the Police Department.

POLICEMEN.

455. A Policeman must take every care of his horse, arms, clothing, equipment, etc., and be perfectly neat and clean in his person, for men who are negligent in these respects must generally be looked upon as careless and slovenly in the execution of their official duties.

456. It should be the aim of every man to make himself as thoroughly acquainted as possible with the district in which he is quartered for the time being. He should know the natural features of the country, the direction of the main roads, by-roads, Kafir tracks, etc., and should, as far as possible, know every farm, hotel, store, etc., the names and residences of J.P.'s, the names and kraals of all the Native Chiefs, and the Native Locations.

457. When Policemen are called upon to accompany a Sheriff upon duty, it must be clearly understood that they do so merely to prevent a breach of the peace, and not for the purpose of assisting him in his functions, although they must aid in protecting from rescue any property distrained.

458. Every man in the Force may hope to rise to the higher grades by zeal, intelligence, and good conduct, and should, therefore, endeavour to recommend himself to notice by diligence and strict and ready obedience to orders.

459. A Policeman, though generally acting under specified orders, may nevertheless very frequently be called upon to act on his own responsibility; he therefore must exercise his own discretion, intelligence, decision, and perfect command of temper.

460. He must be ever on the alert for the prevention and detection of crime, and the protection of persons and property; he must be civil and respectful in his demeanour and conduct to the public, and should maintain his self-control and coolness under all circumstances.

461. He should live on cordial terms with other members of the Force, for a man who is inclined to quarrel with his comrades is liable to be punished and dismissed as unfit for the service.

462. Whenever the Chief Commissioner is called upon to provide private Policemen in terms of Section 3 of Act 37 of 1898, such men will be enlisted in the Force.

463. They will be provided with uniform, badge, etc., and receive the same rate of pay as other members of the Force, and the number of the men will be shown in the monthly pay-sheets and other district returns; their employers will not, however, be precluded from paying the men a higher rate of pay, should they so desire.

464. District Officers will inspect and supervise, in general accordance with these Regulations, Police engaged in terms of the preceding rules.

POLICE NUMBER.

465. Every man upon enlistment will receive a number by which he will be distinguished whilst he continues to serve in the Force, and a man's number must always be shown on his defaulter's sheet, or any nominal roll, muster roll, or other document or letter in which men are referred to by name.

466. Each District will be distinguished by a letter which will be shown on the badges of Indian and Native Policemen.

* PRISONERS.

467. In addition to the instructions respecting prisoners under the head of Escorts, it is to be observed that no more force is to be used than is absolutely necessary in making an arrest, and that prisoners are to be treated with all the consideration which their situation and safety will admit of, and no harshness or unnecessary restraint is to be used towards them; but as, on the other hand, the escape of any prisoner may call for the punishment or dismissal of the man in charge of him, it behoves the Police to be vigilant in the performance of this important duty.

468. The Police should not converse with their prisoners, or question them respecting the offence with which they may be charged, for any confession extorted from a prisoner cannot be used against him. If a prisoner wishes to make any voluntary statement, he should be warned that he is not bound to say anything to criminate himself, and that anything he says may be used against him.

469. Should any prisoner make a statement regarding the crime with which he is charged, it should be taken down in writing at once in the precise words used. All trickery in regard to obtaining confessions must be particularly avoided. The use to be made of an admission is to follow up any clue and to establish any fact so unquestionably that there will be little use in using the confession against the prisoner.

470. Every prisoner arrested by the Police must be taken before a Magistrate within 24 hours—Sundays excepted—but in trivial cases a prisoner may be released on bail, and in the event of his failing to appear to answer the charge preferred against him, he may be re-arrested and brought before the Magistrate.

471. A prisoner, before being locked up in a Police cell, must be searched very carefully, to see that he has no article upon him which might facilitate escape, such as a knife, bit of iron, nail, etc.

* Note.—Criminal lunatics, after their arrest, must be sent direct to the Natal Government Asylum, to be detained there pending the issue of the Governor's warrant for their admission.

472. Prisoners must also be visited frequently during the night to see that all is correct, and this is especially necessary in cases of prisoners suffering from the effects of alcohol.

473. An inventory must be made at once, and entered in the Apprehension Book, of every article of personal or other property found in the possession of a person at the time of his arrest, and if these articles are afterwards handed over with the prisoner to a gaoler, or any other authorised person, a receipt for the articles must be taken. Where property is found on two or more persons, a separate inventory must be made of the property found on each.

474. At stations where there is no lock-up, the man in charge will be responsible for the safe custody of the prisoners, and will take every precaution, by use of handcuffs, leg irons, or stocks, to prevent his escape; for the escape of a prisoner is a serious offence, and reflects and brings discredit on the Force.

475. No Indian or Native Policeman is at any time to be placed over, or in charge of, any European prisoner, who is to be marched to and from a Court, escorted by a European Policeman only.

476. The clothes which a delinquent wears when apprehended ought to be preserved, so that he may wear them, if necessary, at his trial or examination, and in cases of supposed murder or violence, any marks of blood, cuts or tears, should be particularly noticed, and not allowed to be washed off or removed. The prisoner ought not to be allowed to make any decided change in his appearance, such as by shaving off his whiskers.

477. When prisoners are being escorted by rail, they are to be kept separate from other passengers, and out of observation as far as practicable.

PROMOTION.

478. No man will be promoted to the rank of Sergeant who cannot write a report with facility and keep accounts correctly, or without passing an examination in the Abstract of Laws, and the Rules and Regulations.

479. A list of men recommended for promotion will be kept at Headquarters, and men will, as a rule, be promoted from this list according to seniority in the service and date of recommendation, etc.

480. It must be understood, however, that seniority, length of service, and good conduct are not the only recommendations to promotion, although they will always be considered; efficiency and adaptation

for the particular vacancy will be the principal considerations. Hence, those desirous of promotion must endeavour to merit it by zealous attendance to their duties, and the favourable report of their immediate superior will be an indispensable requisite for advancement. All other recommendations being equal, a preference will always be given to men who can speak the Zulu language.

481. No application for promotion will be entertained, but recommendations will be called for from time to time by the Chief Commissioner.

482. Promotions to the higher grades will be made from among the Sergeants to fill any vacancy; every inducement is thus given to men to exert themselves by zealously and efficiently performing their duties to merit promotion.

483. Promotion from second to first class will not be made unless the man recommended has been clear of all entries in his defaulter's sheet for four months previous to the recommendation, or unless the entry in his defaulter sheet is of a very slight character, or the man has distinguished himself in some way.

484. Before recommending any man for promotion from second to first class, District Officers will be careful to satisfy themselves, by examination, that the man possesses thorough knowledge of these regulations and of the Abstract of Laws, and will certify to that effect.

485. Any man reduced to the second class will not be again promoted to the first class unless he has, in like manner, been clear of entries in his defaulter's sheet for at least four months from the date of his reduction, and, if the reduction was made in consequence of imprisonment for any offence, the term of imprisonment must not be included in the four months, and in all cases a man must be recommended by his immediate superior Officer.

486. Recommendations for promotion from second to first class or for reinstatement to first class after reduction, should be forwarded by Sergeants or men in charge of stations to the District Officer for the decision of the Chief Commissioner.

487. The Chief Commissioner will assemble a Board, consisting of an Assistant Commissioner, two Inspectors, and one Sub-Inspector, to consider and report upon the merits of second class Sergeants recommended for promotion to first class, and a similar Board will report on first class Sergeants who may be recommended for promotion to commissioned rank.

488. All Officers and N.C.O.'s on promotion will be temporarily attached to the Reserve, to be trained in the rank to which they have been promoted.

PUNISHMENT.

489. N.C.O.'s and men brought before an Officer on a charge of misconduct shall be marched into his presence by a Sergeant, together with all witnesses in the case, and the prisoner must be ordered to remove his cap before being marched in, and must stand properly at attention while his case is being heard.

490. Commissioned Officers have certain powers under the Police Regulations for the punishment of offences committed by Policemen, and in minor cases will deal with the matter as these Regulations provide; but all serious cases should at once be reported to the Chief Commissioner for his instructions.

491. Any Policeman below the rank of Commissioned Officer may be tried and punished by

An Officer of the Force,
The Chief Commissioner,
A Board of Officers,
A Magistrate, or
Supreme and Circuit Courts.

492. For contravention of any of the Police Rules and Regulations, or for any of the offences specified in Part I. of the Schedule to the Police Act, No. 1, 1894, an Officer may stop from the pay of a Policeman any sum not exceeding £1, or sentence him to imprisonment for any period not exceeding 14 days, or reduce him from first to second class—such imprisonment and reduction being subject to the confirmation of the Chief Commissioner—and may impose a sentence of stoppage of leave, or impose extra guards, fatigues, parades or drills, and to confinement to barracks, camp, station, or quarters, for a period not exceeding 14 days. A second conviction for drunkenness shall carry with it the punishment of dismissal from the Force, and any other punishment that may be awarded.

493. The fines inflicted upon Indian and Native Policemen shall be proportionate, and should not in any case exceed 10s.

494. A Policeman shall, if he so request, have a right to be tried by a Board of Officers.

495. The Chief Commissioner may further disrate a Sergeant, or reduce him to the ranks, or may dismiss a Policeman from the Force, subject to a review of his decision by the Governor in Council, or may stop the pay of a Policeman for any period not exceeding 10 days, or imprison a Policeman for any period not exceeding 21 days.

496. A Board of Officers may sentence a Policeman to pay a fine not exceeding £5, or imprisonment for not more than 30 days, stoppage of pay for not more than fifteen days, dismissal of a Policeman, reduction of a Sergeant, or such other light punishment as may be suitable.

CONSTITUTION OF A BOARD OF OFFICERS.

497. The Board shall consist of not less than three Commissioned Officers of the Force, and the said Officers shall be selected and summoned by the Chief Commissioner, and the Senior Officer shall be President. The decision of the majority of the members shall be deemed to be the decision of such Board: Provided that in case the members of the Board shall be equally divided in opinion, the decision of the President shall be deemed to be the opinion of the Board, and the decision shall in all cases be subject to the confirmation of the Chief Commissioner.

498. The proceedings before, and at any trial by a Board of Officers shall, except as otherwise herein mentioned, as near as may be, be the same as those from time to time prescribed as to Criminal cases in a Magistrate's Court, and all the evidence which may be given before such Board shall be taken down in writing by the President thereof, by whom also the witnesses shall be duly sworn, and any person so sworn, who shall wilfully and corruptly give false evidence before such Board, shall be deemed to be guilty of the crime of perjury, and upon conviction thereof shall suffer any punishment by Law provided for that crime.

499. Every person who may be required to give or produce evidence in any case pending before any such Board, shall be summoned in writing by any Officer of the said Force, and all witnesses so duly summoned who shall not attend, or, attending, shall refuse to be sworn, or, being sworn, shall refuse to give evidence, or not produce the documents under their power or control required to be produced by them, or to answer all such questions as the said Board may legally demand of them, shall be liable to be dealt with by such Board in like manner as if such witness had been a witness duly summoned to appear before a Magistrate in a criminal case.

500. No Officer will inflict any punishment on a Sergeant beyond a reprimand, but, in cases requiring to be more severely dealt with, will await the decision of the Chief Commissioner.

501. Sergeants in charge of stations have no power to punish any man, but must report every breach of discipline, neglect of duty, etc., to the Officer in charge of the District.

502. When a Sergeant has been reduced for misconduct he will invariably be removed to another district, if he be not dismissed from the Force.

503. Breaches of discipline, neglect of duty, insubordination, etc., should always, if possible, be dealt with by an Officer of Police or a Board of Officers, whilst criminal offences, or offences against the public, should be dealt with by Magistrates.

504. No man is to be taken before the Court of any Magistrate, or other Court, for offences against these Regulations, without first consulting the Chief Commissioner.

505. Any gaol in the Colony may be used for the custody of members of the Force who may be charged with, or have been convicted of, any offence. For form of committal see Appendix K.

506. Any Policeman who shall commit any of the offences hereunder specified, or any of the offences specified in the Schedule to Act 1, 1894, will render himself liable to be tried by the tribunal established under that Act:—

Who shall strike, ill-use, or offer violence to any other member of the Force, or to anyone who, in the execution of his duty, may be placed as a guard or sentry over a prisoner under confinement in any guard-room or prison.

Who shall be concerned in any riot or affray, or shall refuse when concerned in any riot or affray to obey any member of the Police Force, although of equal or inferior rank, who may have ordered him under arrest.

Who shall absent himself from the station, camp, troop, or detachment without leave from his immediate Commanding Officer.

Who shall wilfully damage or spoil any provisions, forage, arms, clothing, ammunition, or other stores belonging to the Force or to the Government, or connive at the same.

Who shall refuse or omit, through design, or culpable neglect, to make any return or report of the state of any troop, detachment, or party, or allow any false statement thereon.

Who knowingly shall sign any muster roll, pay list, certificate, or return, or duplicate thereof, wherein any false statement is made.

Who shall be privy to the making up of any false entry, alteration, or erasure, in any account book, attestation, record, register, discharge, or other document.

Who shall intentionally send in any false return, report or statement whatsoever, of arms, ammunition, money, clothing, stores, or provisions.

Who shall force any guard, or rescue, or attempt to rescue, any prisoner or prisoners already in custody of any guard, picket, or patrol.

Who shall be drunk, whether on duty or not on duty.

- Who shall ill-treat or neglect, disfigure, injure, or lose his horse.
- Who shall lose by neglect, or make away with, any arms, ammunition, clothing, or equipment.
- Who shall leave or escape from arrest before being set at liberty by proper authority.
- Who shall falsely impute improper conduct to superior Officers of the Force.
- Who shall leave the ranks without permission.
- Who shall be guilty of fighting or misconduct in the station, barracks, camp, quarters, or on the march.
- Who shall fail to appear at the place of rendezvous appointed by a superior Officer, or to go from thence without being relieved or without permission.
- Who shall exchange or dispose of his arms, clothing, saddlery, or equipment, without leave.
- Who shall be guilty of any misconduct or neglect, to the prejudice of good order or discipline, though not specified in these regulations.
- Who shall, through neglect or otherwise, allow any prisoner committed to his charge to escape.
- Who shall, without authority, give information to any person concerning orders received, or the progress of a case.
- Who shall solicit or accept any secret gratuity.
- Who shall neglect his duty in not taking prompt steps to secure the arrest of any offender.
- Who shall use any indecent or profane language.

RAILWAYS.

507. When members of the Force require to travel by rail in the discharge of their duties, whether in uniform or not, they will be supplied with a Railway ticket order.

These orders will be exchanged at the Railway booking office for ordinary tickets.

508. Orders will be made out for first class tickets for Commissioned rank; second class tickets for all other European members of the Force; and third class tickets for Indian and Native Constables.

509. When European members of the Force are on leave, and desire to travel by rail, they can obtain first or second class tickets at half ordinary adult fares; also for their wives and children (irrespective

of age over three years), dependent upon them, and travelling with them between Natal stations. The form of application for concession ticket must be signed by a Commissioned Officer.

510. Members of the Railway Police and their families have the same concession as Railway servants, and are allowed to travel at quarter ordinary adult fares.

RAILWAY TICKET ORDERS.

511. Railway ticket order books are supplied to all District Officers and to Sergeants and men in charge of stations along the Railway line, and they are held responsible for the tickets issued to members of the Force proceeding on duty, or persons under their escort.

512. A return of orders issued, particularising the nature of duty for which each order was issued, will be sent each month to the District Officer, who will forward all the returns of his district to the Paymaster.

513. No railway ticket order should be issued in cases where the expenses of the journey are recoverable from the votes of another Department, viz., escort of specie, witnesses' expenses, etc.

RANK.

514. The following are the gradations of rank and relative rank of members of the Force.

COMMISSIONED RANK.

Chief Commissioner.
Assistant Commissioner.
Inspector.
Sub-Inspector.
Superintendent.

NON-COMMISSIONED RANK.

Sergeant-Major.
First Class Sergeant.
Second Class Sergeant.
Lance-Sergeant.
Trooper or Constable.

RELATIVE RANK.

515. Governors of Central Gaols and Superintendents will rank with Inspectors and Sub-Inspectors, according to date of Commission.

Court Messengers, as First Class Sergeants.

Gaolers, according to grade of Gaol.

Chief Warders and Chief Convict Guards, as First Class Sergeants.

Sergeant Warders, as Sergeants, according to grade.

RELATIVE RANK OF POLICE AND MILITIA OFFICERS.

516. C.C. of Police, as Lieutenant-Colonel.

Assistant Commissioner, as Lieutenant-Colonel.

Inspector, as Major.

Sub-Inspector (six years' service in that rank), as Captain.

Sub-Inspector (under six years), as Lieutenant.

Officers of Militia and Police rank according to the date of appointment in each rank, Police Officers being junior to Militia of same date.

These ranks will only be assumed when on active service.

RECORD OF SERVICE.

517. A complete record of each man's service shall be kept in the Chief Commissioner's Office, showing the date of promotion to each rank, the station on which each man serves, all special or meritorious service which he may perform, and all entries against him on the Defaulters' and Fine Return. The value of a man's service may thus be gauged when the question of promotion arises.

REMOUNT FUND AND COMPENSATION FOR HORSES.

518. Three shillings a month, or such sum as the Chief Commissioner may from time to time find necessary, shall be stopped from the pay of members of the mounted branch of the Force for each registered troop horse, and shall be paid into the Remount Fund. Members upon quitting the Force forfeit all claim to share in this Fund.

519. The Remount Fund is established for the purpose of enabling members of the Force who may lose their horses, from sickness, or accident, or other cause, to obtain remounts without much pecuniary loss.

520. In cases of ordinary loss from sickness or other causes, Government allows half compensation, the other half being made up from the Remount Fund, provided that the total does not exceed the fixed maximum cost of horses, viz., £40 Officers, £30 men, except under special circumstances, *vide* Rule 289.

521. If a horse is cast and sold, the owner will be credited with the amount realised by the sale, and any further sum from the Remount Fund not exceeding three-fifths of cost of the horse, unless in any exceptional case of heavy loss, which may be brought to the notice of the Chief Commissioner, when higher compensation may be awarded.

522. Time-expired men, whose horses have been worn out in the Government service, and who may be unable to transfer or sell their horses, may ask that a Board be assembled to report on them, and, should the animals be condemned, compensation not exceeding £15 will be shared equally by the Government and the Remount Fund.

523. No compensation will be allowed from the Remount Fund, unless in exceptional cases, for loss or injury under the following circumstances:—

- (a) If a horse dies or is injured through being used for purely private purposes, on leave, hunting, racing, etc.
- (b) If lost on patrol through not having been properly secured, hobbled, or guarded.
- (c) If lost from any station through carelessness, or being allowed to run at night without a proper guard.
- (d) If lost through any carelessness, neglect, or ill-treatment on the part of the owner.

524. Compensation for horses lost on service, dying, or being destroyed on account of glanders, or farcy, is granted by Government according to the following scale:—

- (a) Officers, value of horse not exceeding £40.
- (b) Sergeants and men, value of horse not exceeding £30.

All claims for compensation from Government must be submitted to the Ministerial Head of Department, accompanied by Board proceedings and Veterinary Surgeon's certificate, if possible, showing how the loss occurred, and that it was not caused by neglect or misconduct on the part of the owner.

The original price paid for the horse, and age at time of death, must also be stated.

525. Government may also grant compensation to Indian and Native Policemen losing their registered horses from accident or disease, but the compensation will not exceed £10, and it must be shown that the death was free from neglect, carelessness, or misconduct on the part of the owner.

RESERVE FORCE.

526. This Force consists of a body of men organised by troops drilled and trained, ready for service in case of emergency.

527. Men are not specially enlisted for the Reserve, but all members of the mounted branch of the Police Force are liable for service therein, and every recruit will, on joining, be attached to the Reserve until he is required elsewhere.

528. When employed away from Headquarters, and under canvas, extra pay will be allowed to members of the Reserve to cover the extra wear and tear of clothing, saddlery, etc., as laid down in Section 424.

SALUTING.

529. Sergeants and men of the Force will salute His Excellency the Governor, the Members of the Ministry, Judges of the Supreme Court, Magistrates, and all the Officers of the Force. They will also salute Officers of His Majesty's Army and Navy, and Officers of Militia when in uniform.

530. Salutes by N.C.O.'s and men will be returned by all Officers present, and not by the senior only.

531. Sergeants and men will always stand to attention when addressed by an Officer of the Force. They will also cease their occupation and come to attention if their rooms are visited by an Officer, and will remain at attention until the Officer leaves the room, or allows them to sit down.

532. Men do not salute with the hand when the head is uncovered or when mounted; in the first case, a man should stand to attention, or, if walking, glance towards the officer; and, in the second case, he should ride at attention, glancing towards the Officer.

533. Indian and Native Policemen must salute in accordance with the order laid down in the Drill Regulations.

SAVINGS BANK.

534. The advantages of saving are impressed on all members of the Force, and a branch of the Government Savings Bank is established at every Magistracy

for the convenience of those who desire to make deposits.

SERGEANTS.

535. Sergeants are appointed by the Chief Commissioner upon the recommendation of Officers, and are liable to be disgraced or reduced by order of the Chief Commissioner for inefficiency or any misconduct which may be brought to his notice.

536. It is the duty of Sergeants to assist the Officers by a personal supervision of the men; they will be held responsible for the conduct and appearance of the men, the state of the barracks, arms, ammunition, appointments, etc. They will do all in their power to preserve regularity and order, and must report immediately any irregularity, neglect of duty, or breach of discipline.

537. Their conduct towards Officers of the Force must be respectful and obedient, whilst to the men they must be civil and obliging, without compromising by improper familiarity the respect due to their rank.

538. They must never make use of improper or abusive language to the men, either on or off duty, which is apt to lead to a reply. The misbehaviour of men is frequently occasioned by Sergeants not supporting their authority with firmness and consistency; if they support their position with temper and yet with spirit, they will rarely find men insult them; it is only through ignorance or inattention to their own duty that they incur contempt, and in the end, disobedience of orders.

539. They must be perfectly impartial in the discharge of all duties; must be punctual themselves in attendance at all parades, stables, and other duties; and must set an example of smartness, neatness, and cleanliness in person and quarters.

540. Sergeants and men in charge of stations must be careful to keep all station books correctly and neatly, and properly posted up to date, never putting off the posting of the diary and other books for more convenient season, but entering them up daily; they must also be on the alert to prevent and detect crime, and to assist the residents of the District in every possible way compatible with their duty and powers, and they should recollect that the credit of the Force depends in a great measure upon them and the men under them, for the public will judge of the Force by the behaviour of the small parties they see; therefore the same regularity and exactness in dress and station duties should be enforced as at Headquarters.

541. Sergeants and men in charge of out-stations must be careful that all duties are impartially divided amongst the men.

SMALL BOOKS.

542. "Small books" are issued for the purpose of keeping men informed of the state of their clothing and equipment account and debt to the Force, and must be shown at all Officers' inspections. If lost or defaced, they will have to be replaced at a cost of 2s. —1s. for the book, and 1s. for the Paymaster's Clerk for filling in the items of clothing, etc.

543. Quarterly statements of the men's clothing and equipment accounts will be forwarded by the Paymaster to the District Officer, who will be held responsible that the accounts are properly entered in the men's books, and the statements returned to the Paymaster signed by the men.

544. Men should mention any change in their next-of-kin, or alteration they may wish to make in their wills, etc., and such alteration should at once be made in the "Small book" by the Sergeant or man in charge.

545. Entries regarding promotion, etc., must be in the handwriting of, and signed by, the Officer in charge of the district.

546. Whenever a man is sent to a station for duty or proceeds on service with the Reserve, he is to take his small book with him, and on no account are the books to be left behind in kit boxes, etc., for these books may frequently be useful as a means of identification

SMOKING.

547. All members of the Force in uniform are prohibited from smoking in the streets of towns, or in other public places, during the daytime, and on no occasion are they permitted to smoke when on duty.

STABLES.

548. Every man of the mounted branch not on duty leave, or specially exempted, will attend morning and evening stables, to clean and groom his own horse; and the Sergeant or man in charge will attend all stable parades to see that the horses are properly groomed, and no man must leave stables until dismissed by the Sergeant or man in charge.

SUBSISTENCE OF PRISONERS AND TRAMPS.

549. At stations where there are no cells or lock-ups, or at others where it may be necessary to temporarily detain prisoners and supply them with food, the Sergeant or man in charge must forward to the District Officer at the end of each month an account for the food supplied to such prisoners, which account

the District Officer will forward to the Paymaster in voucher form.

550. The account for such subsistence must represent the actual cost of the food supplied, but must not, under any circumstances, exceed 2s. per diem for Europeans and 6d. per diem for Natives and Indians.

551. The cost of the food supplied may be taken credit for on the mess statement of the detachment, and the Sergeant or man in charge will be held responsible that no excessive claim is made.

552. In similar way, food and shelter may be supplied to tramps, and applicants for relief at any station of the Force, but great care must be taken that the system of tramping is not encouraged, and that the Police are not imposed upon.

SUPERANNUATION FUND.

553. The rules of the Superannuation Fund, as published under Government Notice No. 567, 1905, will be found in Appendix D.

TELEGRAPH.

554. The Telegraph may be freely used by members of the Force in all cases of emergency, or when time is of importance, but no telegram which is not purely upon Public Service must be sent without being prepaid. Descriptions of lost stock, etc., are not to be sent by wire unless paid for by the person reporting the loss, or unless it can be shown, or there are very good grounds to suspect, that such stock has been stolen. If the same message is to be sent to two or more different stations, only one form is necessary. The names of persons or stations informed should be stated at end of message.

TESTIMONIALS.

555. No member of the Force shall at any time receive any testimonial, present, or complimentary address from those serving under him, as it is subversive of discipline for any member of the Force to comment, either favourably or otherwise, upon an order or the official conduct of his superior.

TOWN POLICE.

556. Men may be enlisted to act as Policemen in any town or borough, and to enforce the Laws and By-Laws specially made for such town or borough.

These men will be enlisted as members of the Natal Police, and will be subject to these regulations as regards dress, pay, etc.

TRANSFER.

557. Applications from men for transfer from one station or district to another, must not be forwarded to Headquarters, unless under very exceptional circumstances, for men must serve at whatever stations they are ordered, and that the requirements of the service demand; nor will applications or requests from the friends of men for their transfer be entertained.

558. District Officers may transfer men from one station to another in the same district, reporting such change to Headquarters; but no man must be transferred from the district without instructions from the Chief Commissioner.

TRANSPORT.

559. Whenever any Officer engages transport to carry stores, baggage, etc., or enters into any agreement with any person to transport stores, build huts, lease premises, etc., the contract so formed must be expressed in writing, or, if circumstances render that impossible, determined in the presence of witnesses, to avoid misunderstanding or dispute, and enable him to claim specific performance.

560. Officers will be held responsible for all contracts entered into by them.

UNCLAIMED OR STOLEN PROPERTY.

561. Property connected with cases goes to the Court when the hearing takes place, and must be disposed of as the Government directs.

562. When unclaimed property falls into the hands of the Police, a full description should be entered in the diary, and full particulars communicated to Headquarters through the District Officer.

WARRANTS.

563. Every warrant must be signed by a Magistrate or Justice of the Peace, and must minutely describe the person to be arrested, and specify the offence.

564. The date of receipt of all warrants, and by whom executed, should be endorsed thereon, and the warrants filed at the station for reference if necessary.

565. Warrants issued by a Magistrate or Justice of the Peace for one Division must, if the arrest is required to be made in another Division, be endorsed by a Magistrate or Justice of the Peace in that District, but warrants signed by a Magistrate as Justice of the Peace for the Colony can be executed anywhere, though it is desirable that they should be endorsed, if possible, by the Magistrate of the Division in which the arrest is made.

566. All warrants received at a station must be recorded at once in the Warrant Book.

567. When they cannot be executed owing to the absence of the person wanted, enquiries should be made from time to time, and a note being made if the warrants are sent to other Districts to be executed.

568. When a warrant has been issued for the arrest of any person in Natal, and the Police have good reason to believe that such person has gone to the Cape Colony, Orange River Colony, or Transvaal, application for his arrest should be made to the Criminal Investigation Officer, to whom all depositions and other necessary documents should be sent, and District Officers must satisfy themselves that the papers are in order before forwarding them. The Criminal Investigation Officer will then take the usual steps to secure the arrest and surrender of the offender.

569. On no account or pretext may any alteration, emendation, or addition be made by any Policeman to a warrant.

WAY-BILLS.

570. No man must be sent away from a station upon any duty, upon which expense is likely to be incurred, without a way-bill, and an advance if required; but members of the Force are expected, as far as possible, to pay their own expenses without asking for an advance. The amount of advance, and by whom made, must be entered on the back of the way-bill, and any balance remaining after the completion of the duty may be retained, care being taken that the sum advanced does not greatly exceed the expenditure likely to be incurred. Such advances will be recovered at the end of the month from the pay of the man to whom it is made, and any refund he may be entitled to will be forwarded by the Paymaster.

571. No entries for any supplies other than actual food and forage are to be inserted in way-bills, nor are advances to be made for the purchase of liquor or luxuries. The receipt of the person from whom supplies are purchased must be obtained on the way-bill, and when supplies are purchased at hotels or canteens, the items must be specified—breakfast, dinner, tea, horse feed, etc.—and not simply “accommodation” or “refreshment.” All entries must be made in ink.

572. If any item for liquor, or any unfair charges be entered on a way-bill, or any avoidable expenses be incurred by men upon duty, the whole of the expenses may be disallowed.

573. When any portion of the expenses are recoverable from Government, the District or other Officer will be careful to scrutinise every item on the way-bill before certifying and forwarding it, and will be held responsible that any unauthorised or unfair charges are struck out, and a deduction of 3s. a day for messing and forage deducted from the total expenses incurred for every day the man was absent from the station, and struck off the messing and forage rolls.

574. Way-bills must be properly totalled, the necessary deductions made, and be certified by the Officer forwarding them for payment, upon completion of the duty; expenses exceeding 10s. a day will not be allowed to rank unless caused by very exceptional circumstances which must be explained, or the excess charge will be cut out.

575. Claims for expenses in connection with Election duties are to be made on the usual form of way-bill, on which the usual deductions for messing and forage are not to be made, but the claim paid in full.

576. When practicable, men upon detached duty or on their way to, or from, Headquarters, must stop at Police Stations instead of at hotels, and any hotel expenses incurred unnecessarily will be disallowed. Two shillings for messing and one shilling for forage per diem will be the rate charged by Sergeants or men in charge of stations to men passing through and stopping at their stations. These amounts will be entered on the way-bills, and be signed for by the Sergeant or man. No payments will be received in cash, however, but the station mess and forage book will be credited with the respective amounts.

577. Men attending Magistrates' or Circuit Courts as witnesses should recover their expenses from the vote for "Payment of Witnesses." The way-bills will be made up in accordance with the foregoing regulations, and certified by the District Officer, who will then forward them for payment to the Clerk of the Court or Clerk of the Peace, as the case may be.

APPENDIX A.

Books to be kept by District Officers:—

- Diary.
- Letter Register.
- Order Book.
- Circular Book.
- Cash Book.
- Apprehension Book.
- Equipment Book.

Books to be kept by Sergeants and men in charge of Stations :—

Diary.
Order Book.
Letter Register.
Ledger.
Mess and Forage Book.
Duty Roster Book.
Horse Register.
Residents' Book.
Leave Book.
License Inspection Book.
Register of Stock Passes.
Apprehension Book.
Circular Book.
Station Advance Book.
Lost Property Book.
Warrant Book.
Register of Stock Thieves.
Ticket of Leave men.
Bail Book.
Visitors' Book.

NOTE.—The *Diary* must contain a full account of the daily duties, parades, patrols, defaulters, arrests, complaints, arrivals, departures, requisitions from Magistrates, notices of loss of stock, etc., etc., in fact a true and detailed statement of every occurrence that takes place, and the general management of the station. The names of the men employed on any special duty or patrol must be stated, and the day and hour of their departure and return carefully noted, and their reports entered in full.

The *Residents' Book* must contain the names, and give the situation of the residences of every European inhabitant of the District, with a description of their farms, estates, occupations, etc. The amount of stock possessed by each farmer, the brands of the cattle, sheep, and horses, and other information should also be entered, as well as the date of the visit of every patrol; also the names of the Native Chiefs in the District, the situation of the kraals, the number of huts, and men under them, etc., etc. The Native name of each Resident should also be entered.

The *Order Book* must contain all orders issued by the Officer or Sergeant in charge to men proceeding on patrol or other duty.

The *Ledger* must contain each man's monthly account, giving gross pay, and giving details of all deductions made for messing, forage, clothing, equipment, advances, etc., etc., and must be duly balanced and signed monthly by each Sergeant and man, and his signature thereto, as well as his signature to the pay sheet, shall be a voucher that he has received the balance of pay due to him, and that he is satisfied of the accuracy and correctness of his accounts.

The *Letter Register* must record all official letters, minutes, memoranda, etc., received or despatched, which must be numbered with the corresponding number in the book. The register number of all offices through which the papers have passed must also be entered for further reference, as well as the subject of the correspondence and the disposal of the papers, etc.

Books to be kept by the Superintendent of the Water Police :—

- Apprehension Book.
- Lost Property Book.
- Cash Book.
- Fishing License Book.
- Diary or Log Book.
- Ledger.
- Letter Register.
- Leave Book.
- Circular Book.
- Advance Book.
- Bail Book.

Books to be kept by the Superintendent of Railway Police :—

- Apprehension Book.
- Cash Book.
- Circular Book.
- Letter Register.
- Equipment Book.
- Order Book.
- Leave Book.
- Lost Property Book.
- Diary.

Books to be kept by Sergeants or men in charge of sections of the Railway Police :—

- Diary.
- Police Report Book.
- Letter Register.
- Ledger.
- Leave Book.
- Apprehension Book.
- Circular Book.
- Lost or Stolen Property Book.
- Bail Book.

Books to be kept by Governors of Gaols and Gaolers as laid down in the Gaol Regulations.

APPENDIX B.

The following instructions must be observed in making out the monthly statement of District Cash Account :—

1. The monthly statement must be an exact copy of the entries in the Cash Book for the period.

2. The Paymaster will forward pay sheets, together with a cheque for the amount payable, to District Officers as soon after the first of each month as possible. Officers will immediately deposit the cheque to the credit of their official banking account, and will at once pay each man the amount due to him.

3. On receipt of vouchers, pay-lists, etc., for payment, the whole detail given on the Paymaster's covering letter must be copied bodily into the Cash Book; but only the total amount of each cheque should be carried out into the ruled money columns.

4. Receipts from other sources must be entered with the fullest detail conducive to clearness, and in all cases the correspondence number and distinguishing letters should be clearly shown.

5. All cheques drawn upon the account must be entered in the name of the person to whom the cheque is made payable, and no payment is to be made except by cheque.

6. When entering cheques drawn upon the account it is required that sufficient explanatory detail be given in the column of "Particulars" to enable the sums paid to be checked and identified with the vouchers, bills, etc. Details should also be entered on the counterfoils of the cheques for subsequent reference if necessary.

7. All entries of payments should, as nearly as possible, be made opposite to the "Receipts" from which the payments are made.

8. Officers are to distinctly understand that they are not to pay cheques for large amounts to their subordinates. All European salaries and merchants' accounts over £1 in value are to be paid by separate cheques, drawn in favour of the individuals. Native and Indian pay and accounts under £1 in value may be included in one cheque in favour of the Sergeant or man in charge of the station.

9. At the expiration of each month, Officers will obtain from their Bank Manager a certificate of the balance in the account on the last day of the month; this certificate they will attach to their statement of cash account rendered to Headquarters, and will show, by means of a cross in red ink, those cheques which have not been presented for payment by the date the balance was taken, and which should account for the balance.

10. Officers will subscribe the following certificate at the end of the statement:—

"I certify the foregoing is a true copy of my Cash Book for the month of _____, 190____, and also attach the Bank Manager's certificate of the balance in the Bank on the last day of _____."

APPENDIX C.

RETURNS TO BE FORWARDED BY DISTRICT
OFFICERS.

MONTHLY.

Return.	To Whom.	Remarks.
Monthly Report	Chief Commissioner	End of each month
Station Inspection Reports...	"	"
Muster Roll	"	"
Defaulter and Fine Return...	"	"
Leave Return	"	"
Gaol Return	"	"
Requisition for Clothing ...	Quartermaster	"
Equipment Return	"	"
Copy of Cash Account	Paymaster	"
Standing Advance Statement	"	"
Dismounted Men	"	"
Deficient Ammunition	"	"
Public Advance	"	"
Pay List	"	25th of each month
Summary of Apprehensions	Crim. Invest. Officer	End of each month
Lost Property	"	"
Railway Ticket Order Return	Paymaster	"

QUARTERLY.

Requisition for Stationery ...	Chief Commissioner	End of quarter
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HALF YEARLY

Report on Inspctn. of licenses	Chief Commissioner	End of half year
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YEARLY.

Annual Report	Chief Commissioner	End of the year
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RETURNS TO BE FORWARDED BY GOVERNORS
OF CENTRAL GAOLS

DAILY.

Return.	To Whom.	Remarks.
Distribution state	Chief Commissioner	
Finger print slips	C.I.D.	

MONTHLY.

Return	To Whom.	Remarks.
Monthly report	Chief Commissioner	End of each month
Prisoners confined in gaol	"	"
Stock return	Paymaster	"
Return of clothing, etc.	"	"
Rations to coloured women	"	"
Good conduct rations	"	"
Extra rations	"	"
Hospital diet	"	"
Rations—	"	"
Europeans, 1, 2, 3	"	"
Female, do., 1, 2, 3	"	"
Coolies, 1, 2, 3	"	"
Female, do., 1, 2, 3	"	"
Kaffirs, 1, 2, 3	"	"
Female, do., 1, 2, 3	"	"
Estimate of pay	"	25th of each month

QUARTERLY.

Requisition for stationery	Chief Commissioner	End of each quarter
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RETURNS TO BE FURNISHED BY THE SUPER-
INTENDENTS OF THE WATER POLICE AND
RAILWAY POLICE.

WEEKLY.

Weekly report	Chief Commissioner	To be made up on Saturday evening in each week.
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MONTHLY.

Muster Roll	Chief Commissioner	End of each month
Defaulter and Fine Return	"	"
Leave Return	"	"
Requisition for Clothing	Quartermaster	"
Equipment Return	"	"
Pay List	Paymaster	25th of each month
Copy of Cash Book	"	End of each month
Summary of Apprehensions	Crim. Invest. Officer	"
Return of Lost Property, etc.	"	"
Statement of Advances	Paymaster	"
Railway Ticket Orders	"	"
Deficiency Ammunition	"	"

QUARTERLY.

Return.	To whom.	Remarks.
Requisition for Stationery ...	Chief Commissioner	End of each quarter

YEARLY.

Annual Report	Chief Commissioner	End of each year.
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RETURNS TO BE FORWARDED BY KEEPERS OF
DISTRICT GAOLS.

DAILY.

Finger Print Slips	C.I.D.	
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MONTHLY.

Return of clothing, etc.	Chief Commissioner	} Through the District Officer.
Prisoners confined in gaol	"	
Monthly Report	"	
Requisition for clothing	Quartermaster	
Stock return	Paymaster	
Rations to coloured women	"	
Good conduct rations	"	
Extra rations	"	
Hospital diet	"	
Rations—		
Europeans, 1, 2, 3	"	
Female do., 1, 2, 3.	"	
Coolies, 1, 2, 3	"	
Female do., 1, 2, 3	"	
Kafirs, 1, 2, 3	"	
Female do., 1, 2, 3	"	

QUARTERLY.

Requisition for stationery	District Officer	... End of each quarter
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RETURNS TO BE FORWARDED BY THE SER-
GEANTS AND MEN IN CHARGE OF OUT-
STATIONS AND SECTIONS OF THE RAILWAY
POLICE AS FAR AS IS PRACTICABLE.

WEEKLY.

Return.	To whom.	Remarks.
Weekly Report	District Officer or Superintendent	To be written and posted on Satur- day evening in each week.

MONTHLY.

Mess and Forage Accounts	District Officer or Superintendent	28th of the month
Summary of duties per- formed	"	End of the month
Defaulters' return	"	"
Equipment return	"	"
Apprehension return	"	"
Certificate of inspection	"	"
Dismounted men	"	"
Ammunition deficient	"	"
Target registers	"	"
Return of leave	"	"
Station advance	"	"
Return of property lost, } stolen, or recovered. }	"	"
Railway ticket order return	"	"
Patrol book	"	"
Requisition for clothing	"	"

QUARTERLY.

Stationery Requisition	District Officer ...	End of Quarter
Report on Beacons	"	"

YEARLY.

Return of Licenses	District Officer ...	
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APPENDIX D.

Vide Rules published in 1898, and Government
Notice No. 417, 1902.

APPENDIX E.

ORDERS FOR THE GUARD AT HEADQUARTERS,
AND ELSEWHERE WHERE A GUARD IS
NECESSARY.

1. No man must quit the guard-room after guard-mounting until the guard is dismissed at reveille the following morning, and must not then quit barracks until after guard-mounting in the evening.

2. Sentries will be posted and relieved every two hours. Sentries will be posted at the main gate and over the horses, and must not enter into conversation with anyone, or lounge about, or sit, or lie down, or leave their posts until properly relieved by the N.C.O. or man in charge of the guard, but must be continually on the alert.

3. Sentries will challenge all persons approaching their posts from "Lights out" to "Reveille." The sentry at the main gate will see that the lamp is kept burning all night, and will be responsible for all Government property under his charge, and in case of fire will alarm the guard.

4. He will see that all unauthorised lights are put out after "Lights out," and will call the N.C.O. or man in charge of the guard in case of any disturbance, or lights not being put out.

5. He will enter the hour of return of all men on the pass list returning late.

6. In case of any man returning drunk, or creating a disturbance, he will call the N.C.O. or man in charge of the guard, who will, if necessary, place the offender in the cells.

7. The stable sentry will keep a sharp look out over the horses, and will not allow any horse to be removed from the stable without the authority of the man in charge.

8. He will put a stop to any kicking or fighting among the horses, by going up and speaking to them quietly, but must not strike or ill-use them.

If any horse breaks loose, he will tie him up, and if he requires assistance, must call the barrack sentry to rouse the man in charge.

9. No strangers are allowed in barracks between "Lights out" and "Reveille."

10. All lights must be put out in the native quarters at "Lights out."

11. Defaulters will parade with the guard at 7 p.m., and at 9.30 p.m., and on Sundays must report themselves to the guard every two hours.

12. Sentries will see that no man leaves barracks improperly dressed.

APPENDIX F.

ADDITIONAL REGULATIONS FOR THE WATER POLICE.

1. Every Policeman attached to the Water Police Department shall make himself acquainted with the Rules and Regulations of the Port and Harbour, and all laws relating to the Customs and the Port and Harbour, and shall assist in preventing any contraventions thereof.

2. A Policeman when he shall be, or ought to be, on his beat,, shall be liable to account for his time on or off such beat.

3. Every Policeman, who shall leave his beat, shall, on his subsequent appearance at the station, enter in the Station Book the fact of his absence and the reason for the same.

4. No Policeman, when on duty, shall enter any Public House, or board any vessel or craft, except in discharge of his duty.

5. Any member of the Water Police may refuse to make an arrest on board a vessel or craft if the person in charge shall refuse to give instructions in writing for such arrest.

6. In cases of contraventions of the Port and Harbour Regulations, the offenders are only to be arrested if there is no other way of securing their attendance before the Magistrate to answer the charge against them.

7. Persons landing at unreasonable hours, having goods or other articles in the boat, or found on the waters of the Bay with the same, shall be questioned, and if reasonably open to suspicion of having come by them in an unlawful manner, or with the intention of evading the Customs, the persons and goods shall be detained until enquiry can be instituted.

8. When the Water Police signal shall have been made, the Officer in charge of the boat shall immediately repair on board and enquire into the cause thereof, and if an offence is alleged to have been committed, shall arrest the accused at the instance of the Master or Officer in charge.

9. The Water Police shall generally assist in preserving order and preventing breaches of the peace, more particularly on the public wharves, and also in protecting packages or merchandise from being tampered with.

10. In case of shipwreck, life-boat signal, or serious casualty, the Officer in charge of the station shall at once summon the whole of the Water Police Force.

APPENDIX G.

RULES FOR POLICE CANTEENS.

1. A Canteen may be established at Headquarters for the exclusive use of members of the Force, and for the economical supply of wine, spirits, beer, groceries, and other articles.

2. This Canteen will be under the management of a Committee composed of the Sergt.-Major as president, and three members elected by the men, under the general superintendence of the Adjutant.

3. The duties of the Committee are to superintend the whole business of the Canteen, authorise the purchase of supplies, regulate the prices to be charged, see that the books are properly kept, and take stock, and draw up a Statement of Accounts and a Balance Sheet at the end of each month, to be submitted to the Chief Commissioner or Officer in charge, who will then authorise the payment of the Accounts by the Paymaster.

4. A man will be appointed by the Chief Commissioner to take charge of the Canteen and act as issuer; he is not permitted, however, to have any interest in the profits of the Canteen, but will merely act as salesman, keep the books, be responsible for the articles under his charge, and for the good order and cleanliness of the Canteen. He will receive a small fixed remuneration for his service, but will not necessarily be struck off duty to attend to the Canteen only.

5. The following books will be kept, which are open for the inspection of the men at any time:—

1. Ledger and Stock Book, showing the monthly purchase of Stock and cost prices; the Stock consumed and retail prices; the profits made. This book must be properly balanced and Stock taken at the end of each month.

2. Day Book.

3. Cash Book, to be signed daily by the man in charge and by the President of the Committee, who will be responsible for the cash takings, and hand them over to the Paymaster, who will initial the book as a receipt for all cash received by him.

6. All charges for the maintenance and conduct of the Canteen must be paid out of the profits, and all accumulations will be expended for the general benefit of the men, as recommended from time to time by the Committee and approved by the Chief Commissioner or Officer in charge; and no man shall have any claim upon the Canteen Fund when leaving the Force.

7. Rules for the management of the Canteen, drawn up by the Committee and approved by the Chief Commissioner or Officer in charge, shall be hung in a

conspicuous place in the Canteen, together with a list of the articles sold with the current prices charged.

8. No intoxicating or malt liquors of any description will be sold before 12 noon or after 9.15 p.m., and on no account is any Native detective, policeman, or servant, to be supplied with intoxicating liquor of any sort, either by payment or otherwise.

9. No civilian will be permitted to enter the Canteen without the knowledge of the Adjutant or the Sergt.-Major, who will exercise the greatest caution in this respect in order to prevent outsiders purchasing liquor or other articles therein.

10. As members of the Force only receive their pay monthly, credit may be given each month to the following extent:—Non-commissioned Officers, £3; 1st class men, £1 10s.; 2nd do., £1.

11. Each man must sign his account at the end of the month, and the amount so signed for shall be stopped from his monthly pay.

12. If a man is in debt, or if the balance of pay coming to him at the end of the month will not be sufficient to enable him to pay his Canteen account, his credit may be stopped.

13. Under no circumstances are advances or loans to be made to members of the Force from daily cash takings by the man in charge.

NOTE.—If at any time men are assembled in Troops or serving at Stations under the personal command of an Officer. Canteens upon the same lines as the Canteen at Headquarters may be established, with the consent of the Chief Commissioner.

APPENDIX H.

GENERAL MANAGEMENT AND CARE OF HORSES AND TREATMENT OF THEIR COMMON AILMENTS.

1. FEEDING.—When possible, horses should always be fed at regular hours.

TIMID HORSES.—Frequently a timid horse will allow himself to be bullied away from his feed by the horse next to him, and will consequently become poor. When this occurs, he must be moved to another manger; or, if necessary, fed separately.

MEALIES OR OATS.—The choice of these must be determined by their market value; but, if good Colonial mealies are obtainable, at reasonable rates, they are always preferable. Whichever are used, they should always be crushed and fed dry.

CHAFF.—Whether feeding with mealies or oats, it is always advisable to mix some chaff in the feed. The chaff will prevent a greedy feeder from bolting his

feed, and thus avert many cases of colic and indigestion. It is also economical to chaff all forage fed, as, when chaffed, there is little or no waste.

BRAN.—It is a good practice to give all horses a bran mash once or twice a week, Saturday being usually the most suitable day, as the horses will most likely be idle on Sunday. Some horses will not eat a bran mash, and such may be encouraged to do so by mixing some chaff in the mash. The practice of mixing bran with every feed and damping the whole cannot be too strongly condemned, as any left soon becomes sour, fouls the manger, attracts flies, and nauseates the horse, or, at the best, if eaten, encourages the horse to bolt his food without proper mastication, thus giving rise to colic or indigestion.

2. WATERING.—A horse should be allowed as much water as he will drink, except when overheated, when he must not be allowed to gorge himself with cold water, especially in cold weather.

3. NURSING SICK HORSES.—The importance of proper nursing cannot be over-estimated, as in most cases recovery depends more upon good nursing than the administration of drugs.

SICK-BOX.—If possible the patient should be placed in a loose-box, well ventilated, and free from draughts, plentifully supplied with clean bedding, and not tied up to the manger. When no loose-box is available, a suitable make-shift can often be made by railing off the end of a stable.

CLOTHING.—Unless the nights are warm, the sick horse should be rugged at nights, and as soon as the morning is sufficiently warm, the rug should be taken off, aired, and thoroughly dried and brushed, being put on again towards evening.

GROOMING.—If very weak and dull, the horse should not be worried with too much grooming; but should be freshened up by having the eyes, nose, and dock sponged with cold water and his body lightly rubbed over.

FEEDING.—The appetite must be as far as possible tempted with small quantities of anything he may fancy, offered at frequent intervals, and left in the manger for a short time only; the manger being thoroughly cleaned out when each feed is removed. There is no surer way of putting a horse off his feed than by giving him a large feed in the morning, and keeping it in his manger all day, or perhaps piling more in on the top of a stinking, fermenting mass, as is all too frequently done.

DIET.—The following are the best articles to offer sick horses to tempt them to feed :—

Green grass.	Sugar cane.
Green barley.	Gruel.
Lucerne.	Bran mash.
Carrots.	Hay tea.

BRAN MASH should be made with boiling water, with 1oz. salt added. It should be covered up and allowed to steam for 15 or 20 minutes before being given.

HAY TEA.—First scald a bucket with boiling water; then fill with good, sweet hay; fill with boiling water; cover up and leave to cool. When cool, strain.

GRUEL.—Take 1lb. meal, and throw into 1 gallon cold water. Boil, stirring until it boils, and then allow to simmer until the water is thick.

WATER.—A supply of water should be kept constantly in front of the patient, and should be chilled, if the horse is scouring, or in physis, or if the weather is very cold.

4. RETURNING TO DUTY.—No horse that has been on the sick list for any time should be returned to duty and at once sent on patrol. He should be gently exercised for a few days before being asked to do a journey.

5. DRENCHING.—No drink must on any account be given through the nostril—a popular and barbarous custom, by which hundreds of horses are killed annually. The head should be gently raised, or held up by a loop passed over the upper jaw, and the medicine given slowly and in small quantities at a time. Upon the first sign of coughing, the head must be immediately let down.

6. STEAMING.—This should on no account be done by means of a nose-bag, as in this way the horse breathes the same air several times over. The medicinal agent to be used should be placed in a bucket; then a handful of hay put in, and the bucket filled with boiling water, and then placed in the manger—the horse's head being held in the steam.

A very useful and easily obtained remedy for steaming with is a quantity of freshly gathered and bruised gum leaves, or 2ozs. turpentine or eucalyptus oil may be used to medicate the steam.

7. SADDLE GALLS.—When men are halted, all men should dismount. Where circumstances permit, and always on the line of march, horses should be led up and down steep hills. On a journey when a horse is heated, he should always be walked for the last mile or so, to allow him to cool before reaching his stable. By attention to above, great relief is afforded, and many saddle galls avoided. Saddle galls occur chiefly on the withers, along the spine, or under the points of the saddle, and may be evidenced either as:—

1. A swollen and painful condition of the withers or spine, with or without effusion of fluid beneath the skin.
2. An abrasion of greater or less extent and depth.

Causes:—

1. Badly fitting saddles, or those in which the stuffing is insufficient, or has been allowed, through neglect, to get hard.
2. Saddle blanket not being properly pushed up into channel of saddle, or becoming wrinkled.
3. Bad riding—the rider rolling in his saddle.
4. Off-saddling when the horse is sweating, and not drying his back, especially in the sun.

Treatment.—Preventive in seeing that none of above causes occur, and that the panels of saddles after use are well dried, beaten with stick, and brushed clean. A horse with a saddle gall should on no account be ridden until cured.

Curative Treatment.—If the skin is unbroken, the injured part should be fomented with water, as hot as the hand can bear, for half an hour twice daily, and after each fomentation, rubbed lightly with eucalyptus oil or spirit or whisky. If, after three days of this treatment, the swelling or effusion remains, a little tincture of iodine should be lightly rubbed in daily for a few days. Fomentation should be carried out by means of flannel wrung nearly dry, and held over the part as long as hot. If the skin is broken, all ragged or dead portions must be removed, and the part kept clean and treated with some simple lotion, ointment, or dry dressing. A small piece of cotton-wool, pulled out fine, and held for a few seconds on the abraded part, will usually adhere and protect it from dust and flies. Sometimes a hard, dead portion of skin will remain in the centre of the injury, and when this occurs, it should be softened by fomenting and then forcibly torn off with forceps, or it may have to be cut out. All cases not yielding to above treatment should receive professional attention without too long a delay.

8. **GIRTH GALLS** occur under the girth behind the elbow, usually in young horses. Preventive measures consist in keeping the girth soft, and, after girthing up fairly tight, the two forefingers of each hand should be placed between the girth and the skin, and drawn slowly from above downwards, so as to smooth out any wrinkles in the skin. Should it be necessary to work a horse with a girth gall, the girth should be fastened to the D of the saddle, so as to avoid the injury.

Treatment.—Bathe the galled portion with salt and cold water; thoroughly dry, and afterwards apply some simple ointment.

9. **WOUNDS.**—Attention must first be directed to seeing that all bleeding is stopped. On holding the edges of the wound a little apart, it can usually be seen where the blood is coming from, and, if the bleeding vessel can be seen, an attempt may be made

to stop the bleeding by compressing the ends of the vessel with forceps, or even the fingers, or by gently touching the end of the vessel with a piece of iron, heated to a dull red heat. Other methods of arresting bleeding consist in the application of very hot or very cold water, or, in the case of a limb, or any part that can be bandaged tightly, the wound may be tightly plugged with cotton-wool, and a bandage applied. This latter method is specially adapted to wounds about the coronet where it is often difficult to see from where the blood is coming. When bleeding has ceased, the wound must be thoroughly cleaned with one of the antiseptic lotions, and care taken to see that the discharges will drain away properly, in order to ensure which it may be necessary to enlarge the wound in a downward direction. After thoroughly cleaning and removing all foreign matter, it may be necessary to stitch the edges of the wound together; and, in this case, provision must be made for drainage at its lowest border. The stitches should be removed in about six days. In deep or punctured wounds, in no case must the lips of the wound be allowed to close before the depth is healed, and this will be best avoided by plugging with cotton-wool. Wounds about the legs may be protected from dust and flies by bandaging, and in parts that cannot be bandaged, the wound may be protected by a very thin layer of cotton-wool, pressed gently on to the raw surface, any non-adherent pieces of wool being removed. With proper drainage, and due attention to cleanliness, the healing of most wounds is only a matter of time. Severe wounds, with extensive laceration or bruising of surrounding parts, may require to be fomented with warm water morning and evening, and in these cases the patient should be placed on soft food, and given a laxative and diuretic powder daily.

10. WOUNDS IN THE MOUTH.—These, as a rule, heal rapidly, and simply require keeping clean and free from particles of food. The best lotion to apply is a saturated solution of boracic acid.

11. SPRAINS.—Sprains, either of joint, tendon, or ligament, should in the first instance be fomented with hot water for an hour, morning and evening; this should be continued for four or five days, and after each fomentation a little spirit should be rubbed in. Cold applications, in the shape of a wet bandage, may then be resorted to. During treatment, the patient should be fed with soft food, and, if severe, a dose of purgative medicine may be advisable, and after the inflammation has subsided, a blister may be necessary.

12. SORE EYES.—Sore eyes are sometimes prevalent when flies are numerous. Simple cases only require a wet cloth to be kept over the eye during the day, and removed at night. Severe cases will require hot fomentations until the inflammation has subsided,

when the wet cloth will be necessary to complete the cure. In acute cases, laxative and diuretic medicine will be of benefit, and the patient should always be placed on low diet. In hot weather, when flies are troublesome, eye fringes should be used.

13. SWELLED OR FILLED LEGS.—Swelled legs are best treated by hand rubbing, walking exercise, mashed diet, and laxative and diuretic powders for a few days.

14. LAMPAS.—Congestion of the gums and palate from teething or gastric derangement. Place the horse on soft food, and give laxative and diuretic powders daily. When the swelling is excessive and painful, it may be necessary to scarify the part; but this should be done by a Veterinary Surgeon.

15. FEET.—Very careful attention should be paid to the condition of horses' feet. The feet should be examined daily, and any defect in the shoeing—such as risen clenches, loose shoes, etc.—must be at once remedied, and for this purpose a set of farrier's tools, viz., hammer, pincers, buffer, rasp, and drawing knife, should form a portion of the equipment of every station. Should a horse's feet be sufficiently good, he should be left unshod, any broken pieces being removed, and the edge of crust kept smooth with the rasp. When shod, the shoes must be removed and, if necessary, renewed every month; neglect of this will inevitably lead to a deformed condition of the feet, with one or other of the accompanying evils of contracted heels, withered frog, thrush, or corns. When the shoes have been on for some time, and their renewal is difficult, owing to distance from farrier, or other cause, the shoes should be taken off, and the horse ridden barefoot until the wall becomes worn down, or he commences to go tender, when he must be re-shod. During the dry season, some hoof ointment or grease should be regularly applied to the feet at least three times a week, and is best applied at evening stables, and at all times the feet should be regularly picked out and kept clean.

16. CORNS.—Corns occur at the heels of the fore feet, usually the inner heel, between the wall and the bar; they should be pared out sufficiently to prevent the shoe from pressing upon them, but over-paring must be avoided. When causing lameness, the foot should be poulticed and a threequarter shoe put on, when the horse will usually go sound.

17. THRUSH.—An inflammation of the horn-secreting membrane of the frog, evidenced by a stinking condition of the cleft and sides of the frog, with the presence of black, cheesy-looking horn. It may or may not cause lameness.

Causes: Dirty feet, filthy stable floors, or the absence of pressure on the frog, caused by shoes being kept on too long.

Treatment: All ragged or cheesy portions of horn should be cut away, and the cleft cleaned out with drawing knife, and one of the following dressings applied daily:—

1. Burnt alum.
2. Calomel.
3. Turpentine and linseed oil, equal parts.
4. Copper sulphate, 1oz.
Water, 1 pint.

Nos. 1 and 2 are preferable, and should be pushed well into the cleft with some blunt instrument. Frog pressure should be supplied by removing the shoes and lowering the heels, or, if the feet are brittle, they may be shod with tips.

18. CRACKED HEELS.—A cracked condition of the skin in the hollow of the heel. With above may be included heel-rope gall.

Causes: Clipping the legs in wet weather, washing the legs without properly drying them, ammonia from dirty stable floors, dirt, and general mismanagement.

Heel-rope galls are caused by horse being tied up with too long a reim, with no log attached to it.

Treatment: Thoroughly clean with soap and water; carefully remove any ragged portions from edges of wound, dry thoroughly, and apply some simple oil, vaseline, or zinc ointment. Bad cases should have a pad of cotton-wool placed in the heel, and bandaged in position, and should receive soft food and laxative and diuretic powders.

19. WORMS.—The worm most commonly affecting the horse in this Colony is the *Oxyuris Curvula*, or Whip Worm; it varies in length from $1\frac{1}{2}$ to 4 inches, and has a thin whip tail, about one-third the length of the body. The presence of these worms is indicated by the appearance of a yellowish crust upon the anus and rubbing of the tail.

Other worms are:—

"*Ascaris Negalacephala*," a large round worm, varying from about 4 to 9 inches in length. Its presence is indicated by one being found in the dung.

"*Sclerostoma Armatus*," a worm somewhat resembling the *Oxyuris Curvula* in appearance, but smaller, fuller, and without the whip tail.

"*Sclerostoma Tetracanthus*," a very small thread-like worm, varying in length from one-third to half an inch in length, and of a red or pinkish colour. Its presence is indicated by anaemia, loss of condition, and sometimes by frequent attacks of colic, and, when these conditions are present, the dung should be carefully and frequently examined.

The *Sclerostoma Armatus* and *Tetracanthus* usually occur together, and are the two most fatal worms of the horse.

Treatment: Give once daily, for six days, in slightly dampened food, the following powder:—

Powdered copper sulphate, 1 drachm.

Santonine, 20 grains.

Then, after starving for twenty-four hours, give 2ozs. turpentine in 1 pint raw linseed oil.

20. COUGHS AND COLDS.—Symptoms: Nasal catarrh, cough, and frequently loss of appetite and staring coat.

Treatment: Careful nursing and mashed diet, with green food, if procurable. Plenty of fresh air must be allowed, but care must be taken that the horse is not exposed to draughts. A laxative powder should be given daily, and a cough drink morning and evening. Should the discharge from the nose be great, or the horse have difficulty in swallowing, the nose should be steamed at least three times daily, and the throat well rubbed with mustard applied as a paste.

21. DIARRHOEA.—Diarrhoea must not be stopped too soon, and, while purging, the horse should receive no mealies or other hard feed, but should be kept on forage or good, sweet hay and bran, given nearly dry. Should this treatment not prove effective, and the purging become alarming, either of the following drinks may be given and repeated every four or five hours, until relieved:—

- (a) Ginger, $\frac{1}{4}$ oz.
Chlorodyne, $\frac{1}{2}$ oz.
Warm water, $\frac{1}{2}$ pint.
- (b) Ginger, $\frac{1}{4}$ oz.
Laudanum, 1oz.
Sweet nitre, 1oz.
Water, $\frac{1}{2}$ pint.

Should no drugs be available, some wheaten flour gruel and half pint whisky in one pint water may be given.

22. PHYSIC.—No trooper must on any account, except in emergency, give any drugs to his horse without the knowledge and consent of the N.C.O. or trooper in charge of his station. In all cases when it is thought necessary to give a dose of purgative medicine, the horse must be "prepared" for physic by being kept on mashes and hay for at least 24 hours previous to administration, and the same diet must be continued until after the action of the medicine has ceased, and his bowels have commenced to set. When in physic, the chill must be taken off all drinking water and green food must on no account be given. The horse should not return to duty for three or four days after administration, and never sooner than 24 hours after the bowels have set.

23. BOTS.—These, when developed in the stomach, are very difficult to get rid of. They, however, when mature, naturally pass out. Treatment is

mainly preventive and consists in destroying the eggs of the fly as laid. These eggs are seen as small yellow particles, attached to the hair principally of the fore legs and about the flanks, and should be regularly removed at stables by singeing or scraping with a blunt razor or knife.

24. BILIOUS FEVER.—This disease is common among imported horses during their first six months in the Colony.

Symptoms: Dullness, loss of appetite, high temperature, frequently 106 degrees or 107 degrees, yellowness of the mucous membrane of eyes, nose, and mouth, and frequently on turning up the eyelids, small purple or claret coloured spots will be seen, or the whole membrane may be of a brick red colour.

Treatment: To be effectual should be commenced early, and for this reason, as soon as an imported horse leaves his feed, he should be examined and his temperature taken.

Should Bilious Fever be diagnosed, the following drench (a) should be given at once:—

- (a) Epsom salts, 4ozs.
- Spts. ether nit., 2ozs.
- Quinine, 40 grains.
- Water, 1 pint.

And drench (b) subsequently given morning and evening, until convalescent or purging sets in, when the Epsom salts may be omitted.

- (b) Epsom salts, 2ozs.
- Spts. ether nit., 1½oz.
- Quinine, ½ drachm.
- Water, 1 pint.

Special attention must be paid to nursing (Section 3), as in this disease it is most important. Care must be taken, however, during convalescence, when the appetite has returned, that the stomach is not overloaded, or a relapse may occur.

25. COLIC.—Abdominal pain, manifested by pawing the ground, looking round at the flanks, lying down and getting up, a generally anxious and restless demeanour, and sometimes sweating. Flatulence may or may not be present, and is shown by a swollen condition at the flank.

Causes: Indigestion, brought about by improper feeding, some sudden change of food, irregular teeth, intestinal worms, drinking very cold water when heated, etc.

Treatment:

1. Keep the body and limbs warm by clothing and hand rubbing.
2. Keep the horse on his legs by walking him about.
3. Give frequent enemas of warm water (about 110 degrees), and soap, after back raking.

4. Give the following drink :—

Spirits aromatic ammonia, 1½ozs.

Spirits turpentine, 1½ozs.

Raw linseed oil, 1 pint.

If not relieved in 4 or 5 hours, repeat, giving half the quantity of linseed oil. Should above drench not be available, the following may be substituted :—

Gin or whisky, ½ pint.

Ginger, ¼oz.

Black pepper, ½oz.

Warm water, 1 pint.

Sedatives, as tincture of opium or chlorodyne, should be avoided, unless diarrhoea be present, when the following drink may be given :—

Spts. ether nit., 1½ozs.

Tincture opium, 1½ozs.

Water, ½ pint.

If necessary, this may be repeated in 2 to 3 hours.

26. GLANDERS AND FARCY.—Symptoms :

Ulceration of the mucous membrane of one or both nostrils, with perhaps a discharge from the nose, which is sticky, greyish in colour, and tends to cling round the edge of the nostril. Farcy is another form of the same disease, and is manifested by the appearance of small sores or ulcers on some portion of the body, usually the legs or side of the neck. These ulcers discharge a sticky matter, show no tendency to heal, are usually connected by corded lymphatic vessels, and, if on a leg, the leg is usually thickened.

All suspicious cases must be immediately isolated and at once reported to the nearest District Veterinary Surgeon or Stock Inspector, and a report of same sent to the District Officer.

27. STRANGLES.—The first symptom of this disease is usually the appearance of a lump between the branches of the lower jaw, or about the throat; this lump increases in size, softens in the centre, and finally bursts, discharging a thick creamy pus.

Treatment : Affected horse must be isolated. The lump should be fomented with hot water, to hasten bursting, and, when discharging, the parts must be kept clean with some simple antiseptic. As a rule, the abscess should be allowed to burst; but, when the course is protracted and distinct fluctuation, or a soft spot can be felt in the centre, it may be lanced. Occasionally, the breathing will be interfered with by the pressure of the abscess, and, in such a case, an attempt should always be made to open the abscess. The patient should be kept on soft food, and may with advantage receive a laxative powder daily. Whilst the abscess is discharging, great care must be taken to ensure complete isolation.

28. MANGE.—A parasitic skin disease of an extremely contagious nature. The first symptom is itching, as shown by the horse rubbing or biting parts affected; a close examination will discover a number of small pimples, the tops of which, on being scraped, easily come off, leaving a small raw spot, about the size of a pin's head. The serum contained in these pimples quickly dries up; the skin presents a dry appearance, and the surface layer scales off, bringing the hair away with it. In the later stages, the skin becomes thickened and wrinkled, and the disease is then very hard to cure.

Treatment: On account of the prevalence of mange, all horses should be regularly and carefully inspected by N.C.O.'s or men in charge of stations, and, upon any horse showing signs of mange, he should be at once isolated, and treated, and the outbreak reported to the District Officer, who should state the existence of the disease and number of horses affected in his monthly report, and give strict orders that such horses must on no account be ridden.

By commencing treatment in time, an immense amount of trouble will be saved, and, for this reason, a selection of dressings is given, so that no time need be lost in waiting for dressings.

The following are the necessary steps to be taken in dealing with an outbreak of mange:—

1. Isolate affected horse, preferably on picket line or peg.
2. Unless coat is very fine, it should be clipped, which should be done away from the stable, and the hair burnt.
3. The affected parts, or, if at all extensive, the whole horse, must be dressed, the dressing being well rubbed in with a body brush, repeated every third day and continued for at least a week after apparent cure. Before applying a fresh dressing, the horse to be well washed with warm water and soft soap, and thoroughly dried.

Dressings in order of preference:—

- (a) Paraffin oil, 1 pint.
Soft soap, 1lb.
Water to 1 gallon.

Warm the soap and water until thoroughly dissolved, then add the paraffin.

This dressing to be kept well stirred up whilst being applied, and to be applied twice at intervals of three days after the first application, and afterwards at intervals of six days, until the coat has grown.

The horse should be kept out of the hot sun until dry, or the skin may blister.

- (b) Sulphur, 4ozs.
Bicarbonate of potash, 2ozs.
Oil of tar, 2ozs.
Raw linseed oil, $1\frac{1}{2}$ pints.

This may be used in obstinate cases.

- (c) Sulphur, 1oz.
Vaseline, 4ozs.

To be used after dressing (a) on any dry parts on which hair will not grow.

4. All in-contact articles, such as saddle-blankets, panels of saddle, bridles, brushes, etc., must be disinfected by soaking and scrubbing with a 1 in 20 solution of crude carbolic acid, creolin, or one of the liquid sheep dips. Brushes should be disinfected daily, and headstalls at each dressing.
5. Bedding to be burnt and replaced by new.
6. In-contact horses to be washed with sheep-dip solution—one tea cup to the bucket of water.
7. Stable to be disinfected with lime wash, made from quicklime, and one pint crude carbolic acid added to the bucket. The mangers should be first scalded out with boiling water, and then painted over with one of the following: Coal tar and paraffin, equal parts; paraffin alone; or lime wash as above. The floor should be well watered with solution of sheep dip, carbolic acid, or other suitable disinfectant. All posts and trees about the station, against which horses may have been rubbing, should be lime washed.

29. RINGWORM.—An extremely contagious skin disease, characterised by loss of hair in patches, usually circular, and varying in size up to a 5s. piece. The horse should be isolated, clipped, and the patches dressed every third day with one of the following:—

- (a) Biniodide of mercury, 1 drachm.
Vaseline, to 2ozs.
- (b) Tincture of iodine.

(a) to be rubbed in; and (b) to be painted on, and the dressings continued until the hair is seen to be sprouting.

Disinfection of brushes, saddlery, stables, etc., must be carried out as directed for mange.

30. HORSESICKNESS.—This disease occurs mostly during the summer months; that is, from December to March, inclusive.

Symptoms: The horse is frequently observed to be dull, and a little off his feed for a day or two; and during this period will usually have a temperature of from 101 degrees F. to 104 degrees F. Sometimes

the first thing noticed is the filling up of the hollow spaces over the eyes, and, as the case progresses, it may or may not show signs of colic. The breathing becomes quickened, the pulse rises in frequency, and becomes feeble; temperature may rise to 107 degrees, or even higher, and frothing from the nostrils sets in, usually soon followed by death. Sometimes there is no frothing before death, but immediately afterwards the quantity may be enormous.

Dik-kop.—In this form, swelling of the head occurs, which is progressive, sometimes reaching an enormous size: the nostrils and lips become swollen, and within a day or two the whole head is swollen, sometimes rendering the breathing difficult. As a rule, the horse eats if he can. In five or six days a dirty yellowish matter may commence to ooze through the skin, and when this occurs, relief is usually obtained, and the swelling subsides.

Very mild cases may only last three or four days, the swelling being confined to the lips, nostrils, and spaces between the jaws.

If frothing from the nostrils occurs in this form, the case is nearly always hopeless.

Blue Tongue.—In this form nothing at first may be noticed, but slight inclination to feed; but, if closely watched, it will be seen that the animal "quids" his food, swallows with difficulty, and is fond of keeping his mouth in a bucket of water or against anything cool. Soon the tongue becomes swollen, purple in colour, and covered with a nasty fur. Probably within twenty-four hours, it will have swollen so that the mouth has to be kept open; the lips become swollen, and a yellowish, sticky, foetid discharge issues from the mouth. Within two or three days (which time they rarely live), the throat may become so swollen as to interfere with the breathing.

Treatment: To be effective, must be prompt, for if left until frothing from the nostrils occurs, the case is practically hopeless. The patient should be isolated, and, if necessary, kept warm by rugs, hand-rubbing, and bandages to the legs. A full dose of Epsom salts ($\frac{1}{2}$ lb.), together with a stimulant as rum, whisky, or brandy ($\frac{1}{2}$ pint) should be immediately given in a pint of warm water, and subsequently followed by daily doses of half the above strength, unless purging commences. The following drench has given the best results at headquarters, and, when readily obtainable, should be given in preference to the above more easily obtained remedy:—

Strong ammonia, 2 drams.

Sweet nitre, 1 oz.

Chlorodyne, $\frac{1}{2}$ oz.

Epsom salts, 8 ozs.

Water to $1\frac{1}{2}$ pints.

Any residue left in bottle to be dissolved and given to the horse, and drench repeated daily, but the quantity of Epsom salts to be reduced to 3 ozs. after the first dose.

When a competent man can be obtained, the horse should be freely bled, up to 2 gallons being taken from the jugular vein, but, should the horse commence to stagger, bleeding must be immediately stopped. In many advanced cases, however, it will be found that the blood will not flow.

Preventive measures are, however, mainly to be relied upon, and consist in preventing horses from grazing upon swampy or low-lying ground, and seeing that they are stabled before sunset, and not turned out until 9 or 10 o'clock in the morning. The most recent investigations go far to prove that the infection is conveyed by mosquitoes, and this theory is sufficiently established to warrant the lighting of "smudges" in the stable every night during the sickness season, failing the stable being made mosquito-proof by means of fine netting. Smudges should be lighted in a bucket or other utensil, and kept well away from any bedding to avoid fire, and are best made with dried dung.

TICKS.—During the tick season, when they appear on the horses in numbers, the horses should be driven through the nearest Government Dipping Tank, periodically as may be required. This will not interfere in any way with the horses being worked, and dipping once a month during the tick season should be sufficient.

In situations where no tank is available, the paraffin receipt for mange may be applied to the parts badly affected, or a mixture of cocoa-nut oil and Hellebore powder may be used.

J. B. COLLYER,

Veterinary Surgeon, N.P.

RECIPES.

WOUND LOTIONS.

- 1.—Carbolic acid, $\frac{1}{2}$ oz.
Water, 1 pint.
- 2.—Perchloride mercury.
Can be purchased in tabloids at any chemist's, with directions for use.
- 3.—Sulphate of zinc, $\frac{1}{2}$ oz.
Acetate of lead, $\frac{1}{2}$ oz.
Water to $1\frac{1}{2}$ pints.
- 4.—Common salt, 1 oz.
Rum, gin, or whisky, 2 ozs.
Water to 1 pint.

OINTMENTS.

- 1.—Zinc oxide, 1oz.
Vaseline, 4ozs.
- 2.—Carbolic acid, 1 dram.
Vaseline, 3ozs.
- 3.—Iodoform, 1 dram.
Vaseline, 2ozs.

DRY DRESSING.

Iodoform, 1 drachm.
Boracic acid, 1oz.
Starch, 2ozs.

LAXATIVE AND DIURETIC POWDER.

Epsom salts, 2ozs.
Nitre, $\frac{1}{2}$ oz.

May be given in drinking water, mash, or damped food.

PURGATIVE MEDICINE.

- 1.—Raw linseed oil, 1 to $1\frac{1}{2}$ pints.
Ginger, 2 drams.
- 2.—Aloes barb, 4 drams.
Ginger, 2 drams.
Warm water, 1 pint.

In case of big horse, 5 drams may be given.

COUGH DRINKS.

- 1.—Camphor, 1 dram.
Spirits ether nit., 1oz.
Water, 1 pint.
- 2.—Spirits ether nit., 1oz.
Liq. ammon. acet., 1oz.
Water, $\frac{1}{2}$ pint.
- 3.—Quinine, $\frac{1}{2}$ drachm.
Spirits ether nit., 1oz.
Water, $\frac{1}{2}$ pint.

HOOF OINTMENT.

Stockholm tar, $\frac{1}{2}$ lb.
Bees' wax, $\frac{1}{4}$ lb.
Tallow, 7lbs.

Melt together over slow fire, and stir till cool.
If available, 1 quart Neat's foot oil may be added with advantage.

LIQUID MEASURE.

60 drops (m.m.) equal 1 dram.
8 drams equal 1 ounce.
20 ounces equal 1 pint.
2 pints equal 1 quart.
4 quarts equal 1 gallon.

SOLID WEIGHTS.

60 grains equal 1 dram.

8 drams equal 1 ounce.

16 ounces equal 1 pound.

In the absence of proper weights and measures, the following scale will be found useful:—

One sovereign equals 2 drams.

Two-shilling piece equals 3 drams.

One-shilling piece equals $1\frac{1}{2}$ drams.One tablespoon equals $\frac{1}{2}$ oz.

One dessertspoon equals 2 drams.

One teaspoon equals 1 dram.

APPENDIX I.

MIXTURE FOR DESTROYING TICKS ON HORSES.

6d. worth Helabore powder.

6d. worth cocoanut oil.

Mix and warm in a mess tin or dish, and rub in warm with the hand or a piece of rag, particularly along the roots of the mane.

APPENDIX K.

Form of committal to prison where a member of the Force is sentenced by an Officer or Board of Officers:—

COMMITTAL TO PRISON.

Whereas was duly convicted and sentenced, as set forth in this committal.

This is to desire and require you to receive the said prisoner into custody, and there safely keep him, until he shall have undergone the said punishment, or be otherwise lawfully discharged therefrom.

Prisoner's Number and Name.	Nature of offence.	Punishment, and by whom Awarded.

Given under my hand, at this day of

.....
Natal Police.

POLICE ACT, 1894.

ARRANGEMENT OF CLAUSES.

Preamble.

1. Repeal of Laws.
2. Short title of Act.
3. Interpretation.
4. Establishment of Police Force.
5. Constitution of Force.
6. Oaths to be taken.
7. Responsibility of Chief Commissioner.
8. Responsibility of other Officers.
9. Resignation of Officers.
10. Enrolment of Policemen.
11. Term of Enrolment of European Policemen.
12. Withdrawal from Force.
13. Dismissal.
14. Powers and duties of Police.
15. Police Districts.
16. Removal from District.
17. Boroughs and Towns.
18. Police Service may be furnished to Boroughs and Towns.
19. Borough and Township Police Regulations.
20. Status and Duties of Municipal Police in Criminal Matters.
21. Police Service in future Boroughs and Townships.
22. Force to supply Gaol Officials.
23. Superintendents of Gaols.
Magistrate's Court Messengers.
24. Private Police Service.
25. Special Service.
26. Regulations.
27. Promulgation of Regulations.
28. Term of imprisonment not to count as service.
29. Jurisdiction of Courts for Trial of Offences.
30. Prosecutions in Magistrates' Courts.
31. Liability of Police to Prosecution.
32. Exemption from Civil Process.
Pay may be stopped to satisfy debts.
33. Prescription of proceedings against persons acting in execution of this Act.
Tender or Amends.
Costs.
34. Offence of selling or disposing of equipments.
35. Or being party to sale or disposal.
36. Forfeiture of things illegally disposed of.
37. Animals and things exempted from seizure.
38. Illegal possession of Police property.
Personation.
Bribery.
39. Prohibition of supply of liquor to Policemen
40. Resisting Police.
41. Police liable to Military Service.
42. Command of Military Force.

43. Trial of offences during Military Service.
 44. Common reputation evidence of office.
 45. Remuneration for distinguished service, compensation for injuries, etc.
 46. Superannuation Fund.
 47. Contribution to be returned in certain cases.
 48. Subscriptions and other sources of Fund.
 49. Application of Fund.
 50. Forfeiture of superannuation allowance and deductions.
 51. Disposal of property taken by Police.
 52. Rights and Pension Law not affected.
 53. Commencement of Act.
- Schedule.

[No. 1, 1894.]

WALTER HELY-HUTCHINSON,
Governor.

ACT,

"To Provide for the Consolidation and Regulation of the Police Forces of the Colony."

WHEREAS it is expedient to provide for the Consolidation and Regulation of the Police Forces of the Colony:

BE IT THEREFORE ENACTED by the Queen's Most Excellent Majesty, by and with the advice and consent of the Legislative Council and Legislative Assembly of Natal as follows:—

1. The Laws No. 5 of 1876, No. 6 of 1878, Subsection (f) of Section 21 of Law No. 29 of 1880, and Law No. 15 of 1888 shall be and the same are hereby repealed: Provided that—

- (a) All commissions, appointments, and enrolments under the repealed Laws shall be deemed to be commissions, appointments, and enrolments under this Act, with the right, however, to every member of a Police Force constituted under any of the repealed Laws to claim a free discharge within one month after the publication of this Act in the *Natal Government Gazette*.
- (b) The repeal shall not prejudice any right acquired, nor annul or lessen any liability incurred before the passing of the Act.
- (c) All offences against and all penalties and forfeitures incurred under any of the repealed Laws may be dealt with and enforced thereunder, or under this Act.
- (d) All proceedings taken or commenced under any of the repealed Laws may be continued under this Act.

- (e) Any and all Regulations passed under any of the repealed Laws shall, save so far as they may be contrary to this Act, or any regulations thereunder, remain in full force and effect as regulations passed under this Act until altered, added to, amended, or repealed in terms of this Act.
2. This Act may be cited as the Police Act of 1894.
3. In this Act—
 “Police Force” and “Force” mean the Police Force established by this Act;
 “Officer” includes the Chief Commissioner and all other Commissioned Officers of the Police Force.
 “Members of the Police Force” includes every person appointed or enrolled in the Police Force;
 “Policeman” includes sergeants, policemen, turnkeys, gaolers, guards, and men of subordinate rank in the Police Force;
 “Borough” means a municipal borough within the meaning of Law No. 19, 1872;
 “Township” means a township within the provisions of Law No. 11, 1881.
4. There shall be a Police Force for the maintenance of peace and order within the Colony and for the prevention, detection, and repression of crime, and for bringing offenders to justice, and for bringing to trial persons suspected of offending against the law and for the custody and control of prisoners.
5. The Force shall consist of a Chief Commissioner, Assistant Commissioner, Inspectors, Sub-Inspectors, and Superintendents commissioned by the Governor during pleasure, and of such numbers of sergeants and men as shall be sanctioned by Parliament, and a sufficient portion of the Force shall be mounted, and the whole Force shall be supplied with all suitable and necessary weapons, arms, and ammunition.
6. Every officer and policeman of European descent shall take the oath of allegiance, and the official oath prescribed by the Promissory Oaths Law of 1869.
7. The Chief Commissioner shall be responsible for maintenance of the Police Force in a thorough state of efficiency.
8. Assistant Commissioners, Inspectors, Sub-Inspectors, and Superintendents shall be departmentally subordinate to the Chief Commissioner, and shall be responsible for the efficiency and discipline of the Force within the districts assigned to them.
9. No Officer shall be at liberty to resign without the consent of the Governor.

10. Policemen shall be enrolled by the Officers of the Police Force in accordance with any regulations made in that behalf.

11. Every Policeman of European descent shall be deemed to have been enrolled as a member of the Police Force for a period of Three Years from the date of his enrolment under this Act, or under any of the repealed Laws.

12. No Policeman shall be at liberty to withdraw from the Force, except according to the regulations made in that behalf, notwithstanding that the term of his enrolment may have expired.

13. The Chief Commissioner may dismiss any Policeman from the Force, subject to a review of his decision by the Governor in Council.

14. Every member of the Force shall be an officer of the law proper for the execution of criminal warrants, and shall have and exercise all such powers, authorities, privileges, and advantages, and be liable to all such duties and responsibilities as any constable or police officer now has or hereafter may have.

15. The Colony may be divided into Police Districts by Proclamation by the Governor, and such Districts may from time to time be altered by like Proclamations.

16. Any member of the Police Force may be from time to time removed from one district to another.

17. Each borough and township may be constituted a separate District or may be included in any other District. In cases where the Town Council or Town Board shall maintain a Town Police, all matters arising out of contraventions of the By-laws of the borough or township shall be dealt with by the local police, and not by the Police Force established under this Act.

18. The Police Service requisite and necessary in any existing borough or township may be furnished by the Police Force constituted under this Act in case of an agreement in that behalf being come to by the Town Council or Town Board and the Colonial Secretary.

19. In cases where the Police Service of any borough or township shall be rendered by the Police Force constituted by this Act, it shall be lawful for the Town Council or Town Board of each such borough or township to establish a Police Committee for the purpose of regulating police affairs within the borough or township, and in such case the Police Service shall be rendered by the Police Force constituted by this Act in terms of Regulations to be passed by the Town Council or Town Board, and to be approved by the Governor in Council.

20. In boroughs and townships where the Police shall remain under the control of the Town Council or Town Board, such police shall execute within the

borough or township all such criminal warrants, and make service of all such writs and summonses as shall be directed and handed to them on public service, and the police of a borough or township shall, as regards anything done by them in or about the execution of such criminal warrants and the service of such writs and summonses, be regarded, not as the servants or agents of the Town Council or Town Board, but as members of the Police Force hereby constituted and each member of the Police Force of every borough and township is to be regarded as an officer proper for the execution of criminal warrants within the meaning of Ordinance No. 18, 1845.

21. In boroughs and townships to be hereafter established, the necessary Police Service shall be furnished by the Police Force constituted under this Act, notwithstanding any provisions to the contrary in Laws No. 19 of 1872, and No. 11 of 1881, and the cost of such Police Service shall be borne in such way as may be agreed to between the Government and the Town Council or Town Board.

22. The Chief Commissioner shall furnish and supply from the Police Force hereby constituted, all warders, gaolers, turnkeys, and convict guards requisite for the custody and control of prisoners in public gaols, or set to labour outside gaols, and such warders, gaolers, turnkeys, and convict guards shall be subject to the Gaol Regulations as well as to Regulations passed under this Act.

23. The present Superintendents of the Gaols at Durban and Pietermaritzburg, and the present Messengers of Magistrates' Courts shall be members of the Force with such relative rank as the Governor may determine: Provided that no such officer shall be prejudiced as regards his status in the Civil Service, or as regards the rights and privileges appurtenant to his office.

24. The Chief Commissioner may provide police service to the employers of labourers, at the cost of such employers, in cases where the number of labourers or other circumstances render it proper that private policemen should be employed.

25. Any policeman may be placed by his superiors under the orders of any public officer for any special or general service duty, always subject to the supervision of his own Officers, and to the rules in force under this Act for the maintenance of discipline in the Force.

26. The Governor in Council may from time to time make, alter, and repeal Regulations for any of the following purposes:—

- (a) The general government of the Police Force, and the authority and relative duties of officers and policemen.

- (b) The mode of appointment, enrolment, re-enrolment, promotion, discharge, and dismissal of members of the Police Force.
- (c) Pay, quarters, allowance, and rations, and similar matters.
- (d) Distribution and employment of the various branches of the Police Force.
- (e) Equipment, training, arms.
- (f) Discipline and efficiency.
- (g) The definition of offences against duty and discipline, and the mode of trying offences: Provided that no minor tribunal established by the regulations shall have power to impose any greater punishment than a fine not exceeding Five Pounds Sterling, or imprisonment or confinement in any station or lock-up for not more than thirty days, stoppage of pay for not more than fifteen days, dismissal of a policeman, reduction of a sergeant, or such other light punishment as may be suitable.
- (h) The constitution of Courts-martial, and the prosecutions therein.
- (i) Matters necessary for giving full effect to the objects of this Act, not otherwise specially provided for.

27. All regulations made under the preceding section shall be published in the *Natal Government Gazette*, and from the date of publication or such other as may be specially fixed, shall, so far as they may be consistent with this Act, have the full force and authority of Law.

28. No period for which any member of the Police Force shall be imprisoned for any offence shall be reckoned for any purpose as part of such member's service in the Force unless otherwise directed by the tribunal or officer by which or whom the sentence shall be passed.

29. All the offences mentioned in Part I. of the Schedule of this Act committed by any member of the Police Force, and all offences against the Regulations under this Act (notwithstanding that they may be also punishable by tribunals constituted by the Regulations), shall be cognizable in and punishable according to the respective jurisdictions of the Magistrates' Courts and the Supreme and Circuit Courts. The offences mentioned in Part II. of the Schedule shall be cognizable in the Supreme Court or a Circuit Court.

30. Officers and Sergeants of Police shall, when appointed to that duty by the Attorney-General, prosecute in the Courts of Resident Magistrates and attend preliminary examinations.

31. Nothing in this Act contained shall prevent any member of the Police Force from being prosecuted, otherwise than under the provisions of this Act, in any case in which he would by Law without this Act be liable to such prosecution; but no member of the Force acquitted or convicted of any crime or offence shall be liable to be again tried for the same crime or offence.

32. No policeman shall be liable, by any process whatever, to appear before any Justice of the Peace or other authority whatsoever, or to be taken out of the Police Force by this Act established by any writ, summons, warrant, order, judgment, execution, or any process whatsoever, issued by, or by the authority of, any Court of Law, or any Magistrate, Justice, or Justice of the Peace, or any authority whatsoever for any original debt not amounting to Fifteen Pounds, over and above costs of suit. But it shall be lawful for the Chief Commissioner, or any Assistant Commissioner, Inspector, Sub-Inspector, Superintendent, or other commissioned Officer of the Force to stop any sum not exceeding Two Pounds per month from the pay of a policeman towards the liquidation of any just debt owed by such policeman under Fifteen Pounds: Provided, that under no circumstances shall any debt for liquor supplied to any policeman be recognised, or his pay be liable to stoppage for the liquidation of such debt.

33. For the protection of persons acting in the execution of this Act, all actions and prosecutions to be commenced against any person for anything done in pursuance of this Act, shall be commenced within four calendar months after the act committed, and not otherwise, and notice in writing of such action, and of the cause thereof, shall be given to the defendant one calendar month at least before the commencement of the action, and no plaintiff shall recover in any such action, if tender or sufficient amends have been made before such action brought, or if a sufficient sum of money shall have been paid into Court after such action brought by or on behalf of the defendant, together with the costs incurred up to that time, and if a verdict shall be given for the defendant or the plaintiff be non-suited or discontinue any such action after issue joined, or if upon exception or otherwise judgment shall be given against the plaintiff, the defendant shall recover his full costs as between attorney and client. And though a verdict shall be given for the plaintiff in any such action, such plaintiff shall not have costs against defendant unless the judge before the trial shall be shall certify his approbation of the action and of the verdict obtained thereon.

34. No member of the Force shall sell, pledge, or otherwise dispose of any horse, saddlery, arms, ammunition, clothing, equipment, or other articles which

by the Regulations of the Force for the time being he shall require to keep and possess, and every sale, pledge, or other disposition of any of the matters aforesaid shall be null and void.

35. Any person who shall be a party to any sale, pledge, or other disposition referred to in the preceding section by any policeman then known to be such by such party, or who at the time of such transaction shall be dressed wholly or partly in anything that is then distinctive of police uniform, shall be liable to prosecution in respect of being so a party, and on conviction to be fined in a sum not exceeding Twenty Pounds, and in default of immediate payment of such fine, to imprisonment, with or without hard labour, for any period not exceeding three months: Provided always, that any person who shall receive, or be a party to receiving the subject matter of any such sale, pledge, or disposition as in this section above referred to, then knowing the seller, pledger, or disposer was, when doing so, a policeman, or dressed wholly or partly in police uniform, shall be deemed to be such party to a disposition as is first referred to in this section.

36. When any transaction in respect to anything shall be null and void under the said thirty-fourth section as explained by this Act, such thing shall thereby become forfeited to the Colonial Government, discharged from any claims in respect thereof of any person, and application may be made on behalf of the said Government to any Resident Magistrate having jurisdiction in respect of the place where such thing may then be to order delivery thereof to any person on behalf of the said Government at its expense.

37. No animal, article, matter, or thing, mentioned in the thirty-fourth section of this Act, and therein forbidden to be sold, pledged, or otherwise disposed of, shall be capable of being seized or attached by or under any writ of execution which may be sent out against any member of the said Force, nor shall the same pass by or under any order made for the sequestration of the estate of any such member.

38. If any person not being a member of the Police Force shall have in his possession any horse, saddlery arms, ammunition, equipment, clothing, or other articles supplied to or required to be in possession of any member of the Force, and shall not be able satisfactorily to account for his possession thereof, or shall put on or assume the dress, name, designation, or description of any member of the Force or shall pretend or assert that he is a member of such Force, or shall give or offer or promise to give any bribe, recompense, or reward, or shall make any collusive agreement with any member of the Force to induce him in any way to neglect his duty or conceal or connive at any act whereby any Rule, Order, or Regulation in force under this Act may be evaded, every such

person so offending, and whether such offer be accepted or act be performed or not, shall, in addition to any other punishment to which he may be liable for such offence, forfeit for every such offence, on summary conviction before any Resident Magistrate, any sum not exceeding Fifty Pounds.

39. If any licensed or unlicensed dealer in wines and spirits and intoxicating liquors shall harbour or entertain any policeman in uniform belonging to the said Force, or permit such policeman to abide or remain in his house, shop, room, or other place, except for the purpose of procuring necessary refreshment for himself or any prisoner in his custody, or to bait his horse, every such dealer shall, for a first offence, forfeit and pay any sum not exceeding Ten Pounds, to be recovered in a summary manner, and for a second or subsequent offence shall be liable, besides such penalty, to imprisonment for any period not exceeding one month, with or without hard labour: Provided that it shall be lawful for any policeman at any time to enter any house or place of public resort for the sale of wines, spirits, or intoxicating liquors, in the discharge of his duty.

40. If any person shall resist or assault, or incite or encourage any person to resist or assault any member of the Force in the execution of his duty, such person shall forfeit a penalty not exceeding Twenty Pounds, or be liable to imprisonment for any period not exceeding three months on summary conviction thereof before any Resident Magistrate, and such Magistrate may order and award besides any such penalty a sum sufficient to cover any damages any such member or the Force may have sustained by such assault or resistance, such sum to be recoverable along with such penalty.

41. Every member of the Police Force constituted under this Act shall be liable to render military service within or without the Colony if when called out by the Governor to render such service.

42. When the Police Force or any part of it shall be called out for military service, it may be placed under the order of such person or persons as the Governor shall appoint to take command thereof.

43. When any part of the Police Force shall be engaged in military service, the jurisdiction conferred by Section 29 on the Supreme Court and Circuit Courts and the Courts of Resident Magistrates for the trial of the offences specified in the Schedule of this Act may be exercised by Courts-martial constituted under the Regulations made in that behalf: Provided that this section shall not be deemed to prevent the trial of such offences in the ordinary Courts of Law, in the option of the person in charge of the military undertaking.

44. If any question shall arise as to the right of the Chief Commissioner, or of any officer or policeman,

to hold or execute his office, common reputation shall to all intents and purposes be deemed sufficient evidence of such right; and it shall not be necessary to have or produce any written appointment, or any oath, affidavit, or other document or matter whatsoever in proof of such right.

45. The Governor in Council may, upon the recommendation of the Chief Commissioner of Police, award to any member of the Police Force:—

- (a) Remuneration by way of increased pay or otherwise for distinguished service;
- (b) Compensation for severe injury received in the performance of duty;
- (c) In the case of total disability from injury received in the performance of duty a sum of money or a pension;
- (d) In the case of death resulting from wounds or injuries received in the performance of duty, or occurring during actual military service, a gratuity to the family of the deceased.

A return of all such payments shall be laid before the Legislative Council and the Legislative Assembly at their next ensuing session.

46. A Superannuation Fund shall be established and managed for the benefit of members of the Police Force under Regulations to be made by the Governor in Council; and any period served by any member of the Force in any other Branch of the Public Service of Natal before he became a member of the Force shall be counted for the purposes of such Superannuation, subject to such Regulations as may be passed in respect thereto.

47. In case of any general retrenchment of the Force by any decision come to by Parliament, then each member of the Force who may have contributed to the Superannuation Fund and who may cease to serve the Colony because of that retrenchment shall be entitled to receive the amount contributed by him to the Superannuation Fund, together with interest thereon, at the rate of 4 per centum per annum.

48. Every member of the Force shall subscribe to the fund. All deductions from the pay of subscribers to the fund shall be made at such rates, not exceeding two-and-a-half per cent., as may be laid down in the Regulations aforesaid. The Government shall, for each and every half-year, contribute to the Superannuation Fund a sum equal to the contributions during the same half-year of all the contributing members. The sums paid by the Government and the sums deducted from the pay of members of the Force, together with any authorised stoppages of pay from policemen for absence from duty or from misconduct, or fines, or penalties recovered under this Act from members of the Force, shall be paid into the fund, and the moneys of the fund shall be invested from time

to time in good securities, and the interest thereon shall be added to the fund.

49. The moneys of the fund shall be applied from time to time to the payment of superannuation or retiring allowances, or gratuities, to retiring members of the Force, or to widows or families of deceased members, in terms of the Regulations to be passed with respect thereto.

50. Any member of the Force may be dismissed or removed from the Force without a superannuation allowance, and no member of the Force shall be entitled, as of right, to any allowance from the fund, nor shall he retain any right to a refund of any deduction from his pay while he shall have been a member of the Force.

51. Any goods and chattels which have lawfully come into the possession of any member of the Police Force in the discharge of his duty shall be dealt with in such a way as may be directed by the Government, and a return of all such goods and chattels, and of the manner in which they have been disposed of, shall be made to Parliament.

52. This Act shall not be construed to take away from or to confer upon any person any claim to the benefits of the Law No. 22 of 1874; and the provisions of that Law shall not extend to any member of the Police Force who, at the date of the promulgation of this Act, shall not be entitled thereto.

53. This Act shall commence and take effect from and after the thirtieth day of June, 1894.

SCHEDULE.

PART I.

1. Striking or offering violence, or using threatening or insubordinate language to a superior officer of the Force.

2. Disobeying the lawful command of a superior officer.

3. During the period for which he shall have engaged to serve in the Police Force, deserting from the same or refusing to serve therein, or advising or persuading any other member to desert, or on discovery of any deserter or attempted desertion, not giving information to his immediate superior officer, or not taking other means to prevent such desertion, or to cause such deserter to be arrested.

4. Without proper authority, releasing any prisoner committed to his charge, or suffering him to escape.

5. Assisting or conniving at the escape, or attempt, or preparation to escape of any person from any gaol, lock-up, or other place in which such prisoner may be confined or otherwise in lawful custody.

6. Being drunk on duty or not on duty.

7. Wilfully neglecting to execute any warrant entrusted to him for execution.

8. Selling, losing through neglect, pledging, or otherwise disposing of any horse, saddlery, arms, ammunition, equipment, clothing, or other article which, by the Regulations of the Force for the time being, he shall be required to keep in his possession.

9. Beginning, inciting, or causing, or joining any mutiny, sedition, or disturbance, or being present at any such mutiny, sedition or disturbance, and not using his utmost endeavour to suppress the same.

10. Being found asleep on his post or beat, or leaving the same without being regularly relieved.

11. Discharging any firearms without orders, unless in the execution of his duty.

12. Offering any unwarrantable personal violence to any prisoner in his custody, or when making an arrest.

13. Being guilty of any act of insubordination or misconduct against the discipline of the Force, or any breach of the Rules and Regulations thereof.

PART II.

OFFENCES COMMITTED DURING MILITARY SERVICE AND COGNIZABLE ONLY IN THE SUPERIOR COURTS AND COURTS- MARTIAL.

1. Mutinying or taking part in a mutiny or deserting.

2. Casting away arms, or running away, or otherwise misbehaving before the enemy, or shamefully abandoning or delivering up any post, camp, station, or guard committed to his charge, or which it was his duty to defend, or inciting any other person so to do.

3. Disclosing in any way the numbers, position or preparation of the Force or Forces to which he is attached, and by such disclosures producing effects injurious to the service to which he belongs.

Given at Government House, Natal, this Twenty-sixth day of June, 1894.

By command of His Excellency the Governor,

JOHN ROBINSON,

Colonial Secretary.

[No. 37, 1898.]

WALTER HELY-HUTCHINSON,
Governor.

ACT,

"To amend the Police Act of 1894."

BE IT ENACTED by the Queen's Most Excellent Majesty, by and with the advice and consent of the Legislative Council and Legislative Assembly of Natal, as follows:—

1. The interpretation of the word "Officer" in Section 3 of the Police Act, 1894 (hereinafter referred to as the Act) shall be expunged, and in lieu thereof the following shall be enacted:

"Officer" includes the Chief Commissioner and all other Commissioned Officers of the Police Force.

2. The enumeration of Officers in Sections 5, 8, and 32 of the Act shall include Assistant Commissioner next after the Chief Commissioner, and shall also include all other Commissioned Officers of the Police Force.

3. Section 24 of the Act is hereby repealed, and, in lieu thereof, the following is enacted:—

The Chief Commissioner may provide police service to the employers of labourers, at the cost of such employers, in cases where the number of labourers or other circumstances render it proper that private policemen should be employed.

4. The words "of European descent, and any other member who may from time to time be admitted to the benefit of the fund," occurring in Section 48 of the Act, are hereby repealed.

5. Section 49 of the Act is hereby repealed, and, in lieu thereof, the following shall be enacted:—

The moneys of the Fund shall be applied from time to time to the payment of superannuation or retiring allowances, or gratuities, to retiring members of the Force, or to widows or families of deceased members, in terms of the Regulations to be passed with respect thereto.

6. This Act and the Police Act of 1894 shall be read and construed together as one Act.

7. The Police Act of 1894 and this Act shall apply to the Province of Zululand: Provided that until the jurisdiction of the Supreme Court shall be extended to the Province of Zululand by any special Act to be passed in that behalf the jurisdiction of the Supreme Court, as provided for in the Police Act of 1894, shall in the Province of Zululand be exercised by the Magistrates.

8. The Proclamation No. 1, bearing date the 8th day of January, 1898, by virtue of which the Police Act of 1894 was applied to the Province of Zululand, is hereby repealed without prejudice to anything done thereunder.

Given at Government House, Natal, this Fifteenth day of August, 1898.

By command of His Excellency the Governor,

HENRY BALE, Attorney-General.

[No. 30, 1901.]

HENRY McCALLUM,

Governor.

ACT,

"To extend the operation of the 46th Section of the Natal Police Act, 1894."

BE IT ENACTED by the King's Most Excellent Majesty, by and with the advice and consent of the Legislative Council and Legislative Assembly of Natal, as follows:—

1. Any period served by a member of the Natal Police in the Police Force of any Borough or Township in Natal immediately before his admission to the Natal Police Force shall be counted for the purposes of superannuation in terms of Section 46 of the Natal Police Act, 1894.

Given at Government House, Natal, this Nineteenth day of August, 1901.

By command of His Excellency the Governor,

CHARLES J. SMYTHE,

Colonial Secretary.

AN ADDRESS

TO

POLICE CONSTABLES ON THEIR DUTIES,

BY THE

HONOURABLE SIR HENRY HAWKINS,

One of H.M.'s Judges.

In the few words I purpose addressing to you it is not my intention to define every duty of a Policeman, but rather to point out some matters that all who desire to become good officers ought constantly to bear in mind, for by strict attention to them, every

man may assuredly raise himself to a high position in the Force, and, by neglect of them, he is equally sure always to occupy a low one.

First of all, let me impress upon you the necessity of absolute obedience to all who are placed in authority over you, and rigid observance of every regulation made for your general conduct. Such obedience and observance I regard as essential to the existence of a Police Force. Obey every order given to you by your superior officer without for a moment questioning the propriety of it. You are not responsible for the order, but for obedience. In yielding obedience, let the youngest member of the Force feel that, by good conduct and cheerful submission, he may himself rise to be placed in authority to give those orders he is now called on to obey. As to the regulations, a single moment's reflection will teach you that, when so many men of different classes and habits are enlisted in one service, some rules applicable to all are necessary for the purpose of ensuring uniformity in discipline, action, conduct, and appearance; therefore it is that there are regulations exacting sobriety, punctuality, cleanliness and many other matters to which I need not refer.

The slightest disobedience in one begets a bad example to others, and if this bad example is followed by a few, it is calculated to disorganise and bring discredit upon the whole body.

Let me now say something to each of you as to the mode in which your obligations to the public ought to be performed. Depend upon it, to become a good and efficient officer, you must, when on duty, allow nothing but your duty to occupy your thoughts. You must studiously avoid all gossiping. You must not lounge about as though your sole object was to amuse yourself and kill the hours during which the public has a right to your best services, and during which constant vigilance and attention to what is passing around you is expected from you. It is this gossiping and lounging habit which sometimes gives rise to the observation that a Policeman is never to be found when he is most wanted. Moreover, a man who gives way to such a habit never observes with so much accuracy that which occurs before his eyes as he who makes it his endeavour to fix his attention upon all that is passing about him. This is a habit not difficult to acquire if you are in earnest, and when once acquired you will find the cultivation of it a source of pleasure and the hours of duty will be much less irksome. I may add, too, that the man who takes no pains to acquire this habit, for want of attention, generally makes a very bad and inaccurate witness.

I wish you to feel the importance of a steady, constant endeavour by your vigilance to prevent crime as much as possible, and not by your negligence tempt

persons to commit it, as you do if you fail in attention to your duty. To my mind, the constable who keeps his beat free from crime deserves much more credit than he does who only counts up the number of convictions he has obtained for offences committed within it. It is true that the latter makes more show than the former, but the former is the better officer. The great object of the law is to prevent crime; and when many crimes are committed in any particular district, one is apt to suspect that there has been something defective in the amount of vigilance exercised over it.

Whatever duty you may be called upon to perform, keep a curb on your temper. An angry man is as unfit for duty as a drunken one, and is as incapable of calmly exercising that discretion which a constable is so often called on to exercise. Be civil and listen respectfully to everybody who addresses you, and if occasionally you are remonstrated with for the course you are taking, do not hastily jump to the conclusion, as some constables do, that the person who so remonstrates wishes to obstruct you in the execution of your duty.

Beware of being over-zealous or meddlesome. These are dangerous faults. Let your anxiety be to do your duty, but no more. A meddlesome constable who interferes unnecessarily upon every trifling occasion stirs up ill-feeling against the Force, and does more harm than good. An over-zealous man, who is always thinking of himself, and desiring to call attention to his own activity, is very likely to fall into a habit of exaggeration, which is a fatal fault, as I shall presently show you.

Much power is vested in a police constable, and many opportunities are given him to be hard and oppressive, especially to those in his custody. Pray avoid hardness and oppression: be firm, but not brutal; make only discreet use of your powers. If one person wishes to give another into your custody for felony, you are not absolutely bound to arrest. You ought to exercise your discretion, having regard to the nature of the crime, the surrounding circumstances, and the condition and character of the accuser and the accused.

Be very careful to distinguish between cases of illness and drunkenness. Many very serious errors have been committed for want of care in this respect.

Much discussion has, on various occasions, arisen touching the conduct of the Police in listening to and repeating statements of accused persons. I will try, therefore, to point out what I think is the proper course for a constable to take with regard to such statements.

When a crime has been committed, and you are engaged in endeavouring to discover the author of it, there is no objection to your making enquiries of, or

putting questions to, any person from whom you think you can obtain useful information. It is your duty to discover the criminal if you can, and to do this you must make such enquiries; and if in the course of them you should chance to interrogate and receive answers from a man who turns out to be the criminal himself, and who inculpates himself by these answers, they are nevertheless admissible in evidence, and may be used against him.

When, however, a constable has a warrant to arrest, or is about to arrest a person on his own authority, or has a person in custody for a crime, it is wrong to question such person touching the crime of which he is accused. Neither judge, magistrate, nor jurymen can interrogate an accused person, and require him to answer questions tending to criminate himself. Much less, then, ought a constable to do so, whose duty as regards that person is simply to arrest and detain him in safe custody. On arresting a man, the constable ought simply to read his warrant, or tell accused the nature of the charge upon which he is arrested, leaving it to the person so arrested to say anything or nothing, as he pleases. For a constable to press any accused person to say anything with reference to the crime of which he is accused is very wrong. It is well, also, that it should be generally known that if a statement made by an accused person is made under or in consequence of any promise or threat, even though it amounts to an absolute confession, it cannot be used against the person making it. There is, however, no objection to a constable listening to any mere voluntary statement which a prisoner desires to make, and repeating such statement in evidence; nor is there any objection to his repeating in evidence any conversation he may have heard between the prisoner and any other person. But he ought not, by anything he says or does, to invite or encourage an accused person to make any statement, without first cautioning him that he is not bound to say anything tending to criminate himself, and that anything he says may be used against him. Perhaps the best maxim for a constable to bear in mind with respect to an accused person is, "Keep your eyes and your ears open, and your mouth shut." By silent watchfulness, you will hear all you ought to hear. Never act unfairly to a prisoner by coaxing him by word or conduct to divulge anything. If you do, you will assuredly be severely handled at the trial, and it is not unlikely your evidence will be disbelieved.

In detailing any conversation with an accused person, be sure to state the whole conversation, from the commencement to the end, in the very words used: and, in narrating facts, state every fact, whether you think it material or not, for you are not the judge of its materiality. Tell, in short, everything; as well

as that which is in favour of an accused as that which is against him, for your desire and anxiety must be to be fair, and assist the innocent, and not convict any man by unfair means, such as by suppressing something which may tell in his favour, even though you feel certain of his guilt. Unfairness is sure to bring discredit upon those who are guilty of it. If an accused, in a conversation with you, states any circumstances, which you have the means of enquiring into, you ought, whether those circumstances are in his favour or against him, to make such enquiry; and the witnesses who can prove or disprove the truth of the statement ought to be taken before the Magistrate when the accused is examined; and if an accused person desires to call witnesses, the Police should assist him to the best of their power.

I cannot too strongly recommend every constable, however good he may fancy his memory to be, to write down word for word, every syllable of every conversation in which an accused has taken a part, and of every statement made to him by an accused person, and to have that written memorandum with him at the trial.

The last but most important duty I would enjoin upon you is, on every occasion, "speak the truth, the whole truth, and nothing but the truth." Let no considerations, no anxiety to appear of importance in a case, no desire to procure a conviction or an acquittal, no temptation of any sort induce you ever to swerve one hair's breadth from the truth—the bare, plain, simple truth. Never exaggerate, or in repeating a conversation or statement, add a tone or colour to it. Exaggeration is often even more dangerous than direct falsehood, for it is an addition of a false colour to truth. It is something more than the truth, and it is most dangerous, because it is difficult to detect and separate that which is exaggeration from that which is strictly true; and a man who exaggerates is very apt to be led on to say that which he knows to be false. On the other hand, suppress no part of a conversation or statement, nor any tone or action which accompanies it, for everything you suppress is short of the whole truth. Remember always what reliance is of necessity placed in courts of justice upon the testimony of Policemen, and bear constantly in mind that in many cases the fate of an accused man, which means his life or his liberty, depends upon that testimony; and seriously reflect how fearful a thing it is for a man to be convicted and put to death, or condemned to penal servitude or imprisonment, upon false testimony. Remember also, when you are giving evidence, that you are not the person appointed to determine the guilt or the innocence of a person on his trial, nor have you any right to express an opinion upon the subject. Your duty is a very simple and easy one, namely, to tell the Court all you know. The

responsibility of the verdict, whether it be guilty or not guilty, rests entirely with the jury or the Magistrate (if the case be tried in a police court), and they have a right to expect from you everything within your knowledge to enable them to form a just conclusion. It is right I should tell you that wilfully to tell a falsehood, or pervert the truth, in a court of justice is PERJURY; and your own common sense will tell you that where perjury is committed by an officer of justice, he deserves, and ought to receive, a very severe sentence. Resolve, then, on every occasion to tell the plain, unbiassed, unvarnished truth in all things, even though it may for a moment expose you to censure or mortification, or defeat the object or expectations of those by whom you are called as a witness. Depend upon it, such censure or mortification will be as nothing compared to the character you will earn for yourself as a truthful, reliable man, whose word can always be implicitly depended upon; and the very mortification you endure will be a useful warning to you to avoid in the future the error you have candidly confessed.

I could write a great deal more on the subjects I have touched, but then my address to you would be too long for this little work, which is intended for your guide, and wherein you will find your duties upon various occasions more fully defined. I have only endeavoured, in a few friendly sentences, to point out to you a line of conduct, the steady adoption of which will enable every man in the police service to feel that he is on the high road to all that he can desire, having regard to the important and very responsible calling he has selected for himself.

(Signed) H. HAWKINS.

NATAL POLICE SUPERANNUATION FUND.

1. The Natal Police Superannuation Fund is formed in accordance with the provisions of the Police Act of 1894, as amended by Act 37 of 1898, with which the following regulations are to be construed.

All regulations heretofore in force are hereby revoked, without prejudice to any right or obligation heretofore existing.

2. These regulations do not apply to any member of the Police Force who may be within the provisions of Law No. 22 of 1874, known as the Pensions Law.

3. The fund is formed, in terms of the Police Act, by Government contributions, by subscriptions

from all members of the force, and by fines and forfeitures of pay incurred by members of the force. The Government contribution to the Superannuation Fund, as provided in the 48th section, will be, for each and every half year a sum equal to the subscriptions during the same half year of all the subscribing members.

4. The subscription to the Fund shall be at the rate of $2\frac{1}{2}$ per cent. of the pay of the subscriber, which shall be deducted by the Paymaster on the monthly pay sheets, and placed by him to the credit of the Fund.

5. In the case of European members of the Force, no period of service prior to 1st July, 1894, shall count as service towards Superannuation, unless the member pays into the Fund a sum equal to £2 12s. 6d. per cent. of the salary of each year of such service, together with interest on such sum at the rate of 4 per cent. per annum from July 1st, 1894.

Such payment may be made in one sum, or by instalments, or by deductions from pay, as may be decided by the Chief Commissioner, and, in so far as there shall be failure to complete such payments with interest, the Superannuation allowance shall be proportionately reduced to such a sum as may be fixed by the Governor in Council.

6. Any member who may be discharged in consequence of a general retrenchment of the force decided upon by Parliament, shall receive back the whole of the amount contributed by him to the fund, together with interest thereon at the rate of 4 per cent. per annum.

7. Any member who may be transferred from the force to another branch of the Government service may receive back the whole of the amounts contributed by him to the fund, together with interest thereon at the rate of 4 per cent. per annum.

8. Any member of the force who shall be discharged—

(a) for misconduct, or on account of his services being no longer required; or

(b) before completing a second period of engagement,

shall, except as provided in Section 47 of the Police Act, forfeit all contributions he may have paid to, and lose all rights to benefit by, the fund.

9. Any member who has been granted superannuation allowance under these rules, and who may be afterwards employed by the Natal Government in any remunerative capacity, shall, while so employed, forfeit the superannuation allowance granted under these rules, in so far as it may, together with his pay under such employment, exceed the amount of pay drawn by him at the date of superannuation.

10. Any European member of the force who shall take his discharge, after having completed six years'

service shall be entitled to receive back the whole of the amount contributed by him to the fund, together with interest thereon at the rate of 4 per cent. per annum.

11. *Commissioned Officers.*

- (a) All officers shall be compulsorily retired from the Police force on reaching the age of 60 years.
- (b) Any officer, upon reaching the age of 55 years, shall have the right to retire upon a pension, provided that he has completed not less than 25 years' actual service.
- (c) The Government shall have the right to compulsorily retire any officer who has reached the age of 55 years.

12. *Non-Commissioned Officers and Men of the Active List, including Railway and Water Police.*

- (a) Every member shall be compulsorily retired from the Police force on reaching the age of 50 years.
- (b) Any member upon reaching the age of 45 years shall have the right to retire upon a pension, provided he has completed not less than 25 years' actual service.
- (c) The Chief Commissioner, with the authority of the Minister, shall have the right of compulsorily retiring any member who has reached the age of 45 years.

13. *Superintendents of Gaols, Gaol Warders, and other Gaol officials.*

- (a) The conditions of retirement and superannuation shall be similar to those of officers of the Civil Service, except that such members of the force shall have no right to pension on retirement after less than ten years' service.
- (b) On accepting employment of this kind, members of the force shall forfeit the special privileges allowed to members of the active list, as regards the age of retirement.
- (c) No such person shall be re-transferred to the active list, except by the authority of the Minister upon the special recommendation of the Chief Commissioner.

14. The Government shall have the power to dispense with the services of any member of the force, whether an officer or otherwise, who, in the opinion of the Government, is no longer capable of efficiently discharging his duties.

This provision is not to be understood as affecting the right of dismissal for misconduct.

In the case of an officer, retirement under this regulation shall be by direction of the Governor in Council, and, in the case of other members, by the Chief Commissioner, acting with the authority of the Minister.

15. Any member so retired after having completed ten years' service shall be entitled to a pension calculated in manner hereinafter provided.

Any member so retired after less than ten years' service, shall receive a gratuity of two months' pay for each completed year of service.

No pension shall be granted to any member of the force who has had less than ten years' service, except in the cases referred to in regulation No. 16.

16. A member on the active list, who is incapacitated from service through injuries received in the active discharge of his duties shall, whether he has served for the full term of ten years or not, be entitled to a pension computed as follows:—

In the case of an officer, such pension as he may be entitled to by virtue of his length of service.

In the case of a non-commissioned officer or man—

(a) If he is totally disabled, a pension reckoned on the number of years for which he has served, together with any added years to which his length of service may entitle him, and with the further addition of five years, but with a minimum of three shillings a day.

(b) If he is partially disabled, a pension reckoned as above, but without the addition of the extra five years, the minimum to be two shillings a day.

In neither case shall the compensation exceed two-thirds of the salary or pay.

Superintendents of gaols and other gaol officials are not deemed to be on the active list within the meaning of this regulation.

17. Every pension shall be calculated at the rate of one-sixtieth of the salary or pay for each completed year of continuous service, and shall be computed upon the average salary or pay received during the three years immediately preceding the retirement of the officer or other member of the force.

As a reward for good service, an addition may be made to the number of years of actual service according to the table contained in the schedule of the Pensions Law No. 22, 1874.

In no case shall a pension exceed two-thirds of such average salary as aforesaid.

18. Where interest is payable on contributions to the Superannuation fund, it will be calculated upon the assumption that the contributions are in every case paid on the first day of the month.

19. *Indian and Native Police.*

A monthly contribution of 6d. a month to the Superannuation Fund shall be made by all ranks.

Pensions to Indian and Native members of the force will be regulated solely by the following rules:—

(a) A pension will be given after 20 years' service, at the rate of £6 per annum, irrespective of rank.

(b) Upon total or partial disablement, a pension or gratuity will be granted, of such amount as may be decided by the Minister, on the recommendation of the Chief Commissioner, but in no case shall it exceed a pension of £6 per annum.

20. The foregoing regulations shall not affect persons who entered the force before the date of the promulgation of these regulations.

21. Gratuities similar to those granted under section 34 of the Civil Service Act will be provided out of the Superannuation fund for widows and children of members dying whilst in the service.

22. No member who has left the force, and received back his contributions to the Superannuation Fund, or who has left under circumstances disentitling him to receive back his contributions, shall be allowed to count any former service for pension if he should rejoin the service.

23. It shall be competent for the Committee of Management to commute any superannuation allowance that may be granted under these regulations, if authorised by the Minister to do so, by one payment; such payment not to exceed in any case the amount of five years' superannuation allowance.

24. No member of the force will be seconded for service out of Natal, or given leave of absence without pay, unless he first signs a document in the form contained in the schedule of these regulations, and the time during which he is absent from duty shall not be reckoned for the purposes of pension or otherwise.

25. Any dispute that may arise as to the meaning of these regulations, or any matter relating thereto, shall be decided by the Governor in Council.

26. The Fund shall be managed, under the supervision of the Minister, by a committee consisting of the Chief Commissioner of Police, and two other members appointed by the Government.

The Paymaster of the Natal Police will be Secretary to the Committee.

All formal acts, such as the endorsement, cancellation, extension or cession of securities, shall be executed by at least two members of the Committee and the Secretary.

All matters relative to the custody, handling and transmission by post or otherwise of securities shall be regulated by instructions from the Treasurer.

27. The investment of all moneys not required to meet the current charges upon the fund shall be left to the discretion of the Committee of Management, who shall be limited in the selection of investments to fixed deposits in bank, Government securities of the United Kingdom or any British Colony, debentures of any municipal corporation in Natal, and first mortgage on immovable rent-producing property in Natal.

All investments must be approved by the Treasurer.

28. All moneys of the Fund shall be deposited as soon as received in a bank approved by the Treasurer.

The banking account shall be operated upon by the Chief Commissioner, and all cheques and drafts shall be countersigned by the Secretary to the Fund.

29. The books and accounts of the Fund shall be at all times open to the examination of the Auditor-General, who shall cause the accounts to be audited half-yearly.

The half-yearly balance sheet shall be published in Corps Orders or in some other convenient manner for the information of Members.

30. These regulations shall have effect from the date of their promulgation in the *Government Gazette*.

SCHEDULE.

I, ..., holding the rank of in the Natal Police Force, having been seconded for special service in (or, having applied for leave of absence without salary (or pay) from) do hereby agree that the period of my absence on such special service (or, on leave as aforesaid) shall not be reckoned for the purposes of pension, and that the dates on which future increments of salary or pay would in the ordinary course accrue to me shall be postponed for a time equal to that of my absence, and I waive any claim to count such time for the purposes of pension or otherwise.

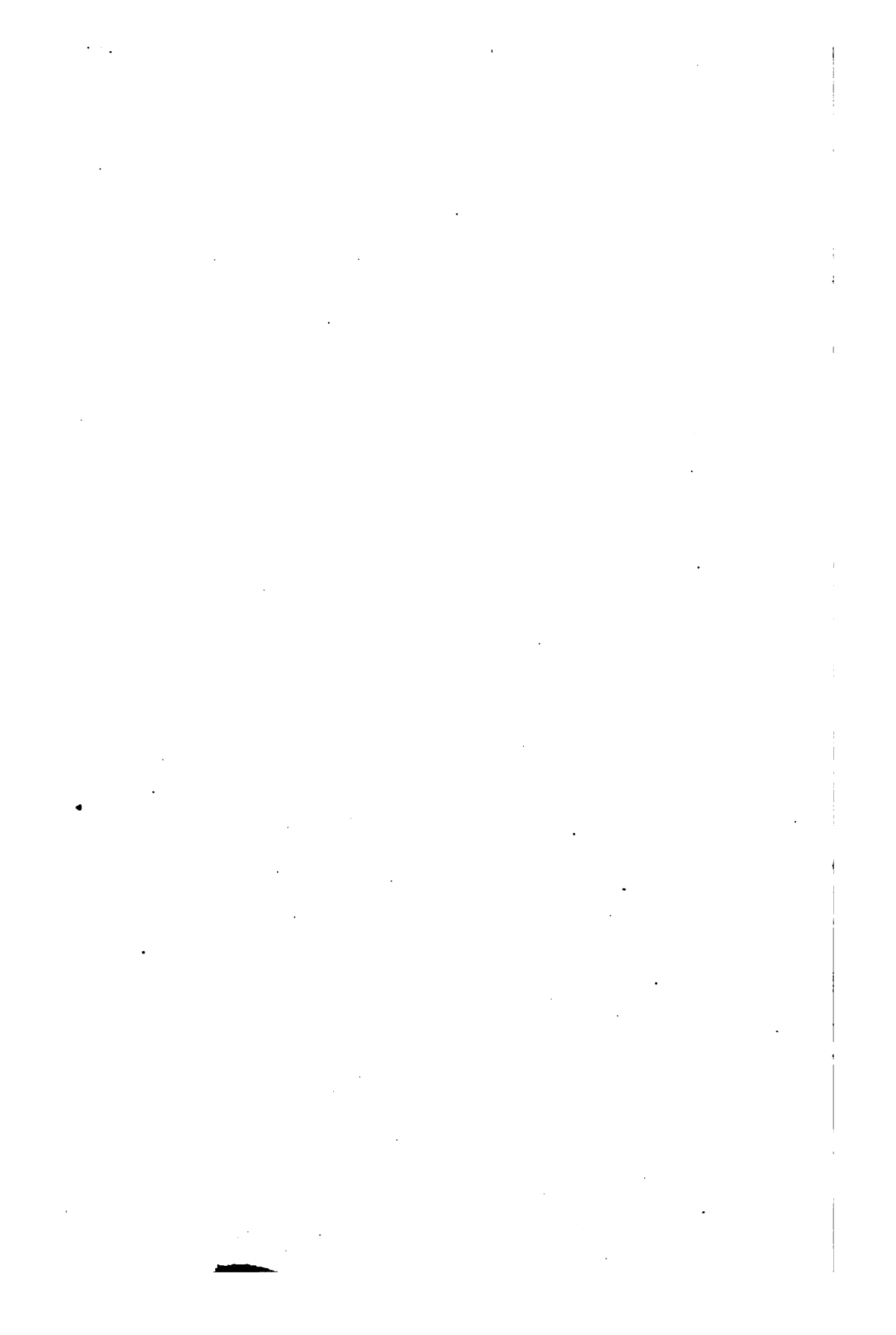
Dated at, the day of 190...

(Signature)

As Witness :

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